



100 West Washington Street, Suite 1101 | Hagerstown, MD 21740-4735 | P: 240.313.2200 | F: 240.313.2201
WWW.WASHCO-MD.NET

BOARD OF COUNTY COMMISSIONERS

July 21, 2026

OPEN SESSION AGENDA

- 9:00 AM INVOCATION AND PLEDGE OF ALLEGIANCE
CALL TO ORDER, *President John F. Barr*
APPROVAL OF MINUTES: *June 9, 2026*
- 9:05 AM COMMISSIONERS' REPORTS AND COMMENTS
- 9:15 AM STAFF COMMENTS
- 9:25 AM 1. YOUTH MERITORIOUS AWARD
Richard Lesh, Grant Manager, Grant Management; Board of County Commissioners of Washington County
- 9:30 AM 2. PUBLIC HEARING – APPLICATION FOR WATER AND SEWER PLAN AMENDMENT WS-25-004
Travis Allen, Senior Planner, Planning and Zoning
- 9:45 AM 3. PUBLIC HEARING: APPLICATION FOR ZONING MAP AMENDMENT RZ-26-002
Kyla Shingleton, Comprehensive Planner, Planning and Zoning
- 10:00 AM 4. PUBLIC HEARING: APPLICATION FOR ZONING MAP AMENDMENT RZ-26-003
Kyla Shingleton, Comprehensive Planner, Planning and Zoning
- 10:30 AM 5. HISTORIC DISTRICT COMMISSION THROUGH THE DEPARTMENT OF PLANNING AND ZONING MARYLAND HISTORICAL TRUST NON-CAPITAL GRANT APPLICATION – APPROVAL TO SUBMIT APPLICATION AND ACCEPT FUNDING AS AWARDED
Carsten Ahrens, Senior Grant Manager, Grant Management; Meghan Jenkins, GIS Coordinator/Historic District Commission Staff, Planning and Zoning
- 10:35 AM 6. MEMORANDUM OF UNDERSTANDINGS (“MOU”) BETWEEN THE TOWNS OF FUNKSTOWN AND SMITHSBURG AND THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY (“BOCC”) FOR ALLOWING APPLICATION OF COUNTY HISTORIC PROPERTY TAX CREDITS
Meghan Jenkins, GIS Coordinator/Historic Preservation Planning, Planning and Zoning

- 10:40 AM 7. PERMISSION TO APPLY FOR AND ACCEPT MEDCO BUSINESS READY SITES PROGRAM AT HGR
Jonathan Horowitz, Director, Business and Economic Development
- 10:45 AM 8. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0339) ONE (1) NEW 2026 CATERPILLER 285 XE COMPACT TRACK LOADER AND FOUR (4) NEW AMI ROTARY SWEEPERS (HS0932) FOR THE WASHINGTON COUNTY HIGHWAY DEPARTMENT
Brandi Kentner, Director, Procurement; Zane Rowe, Deputy Director, Highway Department
9. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0340) SEVEN (7) BENGAL BOOM MOWERS MODEL RT50D-SW FOR THE WASHINGTON COUNTY HIGHWAY DEPARTMENT
Brandi Kentner, Director, Procurement; Zane Rowe, Deputy Director, Highway Department
10. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0341) FOUR (4) PAVIJET MINI PAVER ATTACHMENTS MODEL MG7 SUPER (SIDE DISCHARGE W/SCREED) FOR THE WASHINGTON COUNTY HIGHWAY DEPARTMENT
Brandi Kentner, Director, Procurement; Zane Rowe, Deputy Director, Highway Department
11. CORRECTION: SOLE SOURCE PROCUREMENT AWARD (PUR-1833) FOR PEER RECOVERY SPECIALIST
Brandi Kentner, Director, Procurement; Meaghan Willis, Program Director, Day Reporting Center
12. CORRECTION: SOLE SOURCE PROCUREMENT AWARD (PUR-1834) FOR MENTAL HEALTH CASE MANAGEMENT PROGRAM – ADULTS AND OLDER ADULTS
Brandi Kentner, Director, Procurement; Meaghan Willis, Program Director, Day Reporting Center
13. CONTRACT AWARD (PUR-1789) COUNTY OFFICE BUILDING AND CIRCUIT COURTHOUSE ELEVATOR REPLACEMENT
Brandi Kentner, Director, Procurement; Andrew Eshleman, Director, Public Works

- 11:10 AM 14. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0338) ONE (1) NEW 2026 CHEVROLET SILVERADO 2500HD CREW CAB 4X4 WORK TRUCK FOR THE DEPARTMENT OF WATER QUALITY
Brandi Kentner, Director, Procurement; David Mason, Interim Director, Environmental Management; John Swauger, Stormwater Management Coordinator, Water Quality
15. RESCIND OF AWARD AND REQUEST FOR READVERTISEMENT (PUR-1800) – HAULING OF SCRAP TIRES AT THE FORTY WEST LANDFILL FOR RECYCLING
Brandi Kentner, Director, Procurement; David Mason, Interim Director, Environmental Management
- 11:15 AM 16. BID RENEWAL RE-EVALUATION (PUR-1742) ELECTRONICS RECYCLING
Carin Bakner, Buyer, Procurement, David Mason, Interim Director, Environmental Management
17. INTERGOVERNMENTAL COOPERATIVE PURCHASE (INTG-26-0342) ONE (1) NEW 2027 MACK MD7 DUMP TRUCK FOR THE DEPARTMENT OF WATER QUALITY
Carin Bakner, Buyer, Procurement; David Mason, Interim Director, Environmental Management
18. BID AWARD RESCIND AND AWARD (PUR-1807) – GROUND MAINTENANCE CHEMICALS FOR VARIOUS COUNTY DEPARTMENTS
Carin Bakner, Buyer, Procurement; George Sweitzer, Superintendent, Black Rock Golf Course
- 11:25 AM 19. CONTRACT AWARD (ENG-26-02) – MS4 IMPERVIOUS ACRE CREDITS
Scott Hobbs, Director, Engineering; Dave Mason, Interim Director, Environmental Management; John Swauger, Stormwater Management Manager, Environmental Management
- 11:30 AM 20. WASHINGTON COUNTY DETENTION CENTER – MOOR GRANT
Meaghan Willis, Program Director, Day Reporting Center; Carsten Ahrens, Senior Grant Manager, Grant Management
- 11:35 AM 21. AGRICULTURE – FACES OF FARMING PRESENTATION
Kelsey Keadle, Business Specialist- Agriculture, Business and Economic Development
- 11:40 AM 22. AREA AGENCY ON AGING ADVISORY COUNCIL REAPPOINTMENT AND APPOINTMENT
Dawn L. Marcus, County Clerk

11:45 AM 23. HISTORIC DISTRICT COMMISSION APPOINTMENT

Dawn L. Marcus, County Clerk

24. LOCAL MANAGEMENT BOARD APPOINTMENTS

Dawn L. Marcus County Clerk

11:50 AM CLOSED SESSION – *(To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction. (1) Personnel matters are confidential.*

- *Discuss appointment to County volunteer board.*
- *Discuss appointment to County volunteer board.*
- *Discuss appointment to County volunteer board.*
- *Discuss appointment to open County position.*
- *Discussion re: assignment and supervision of County volunteers.*

To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State. (4) Open session discussion would disclose proprietary commercial information or business development strategy and damage County competitive advantage in bringing business to County

- *Discussion of strategy to attract business to locate in the County.*
- *Discussion re: business interest in located in Washington County*

To consult with counsel to obtain legal advice on a legal matter (7). Open session discussion would breach attorney/client confidentiality.

- *Legal advice pertaining to a legal matter involving the County.*
- *Legal advice pertaining to contracts of which County is a party.*
- *Legal advice re: litigation)*

2:00 PM RECONVENE IN OPEN SESSION

ADJOURNMENT

Citizens' comments regarding the items on this Agenda or any other item of County business may be directed to: contactcommissioners@washco-md.net.

You may also contact each Commissioner individually at:

John F. Barr, President: jbarr@washco-md.net or (240) 313-2205;

Jeffrey A. Cline, Vice President: jcline@washco-md.net or (240) 313-2208;

Neil C. Parrott, Commissioner: nparrott@washco-md.net or (240) 313-2206;

Randal A. Leatherman, Commissioner: rleatherman@washco-md.net or (240) 313-2209;

Randall E. Wagner, Commissioner: rwagner@washco-md.net or (240) 313-2207.

Additionally, you may contact Michelle Gordon, County Administrator at mgordon@washco-md.net or (240) 313-2202.



Agenda Report Form

Open Session Item

SUBJECT: Youth Meritorious Award Presentation

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Richard Lesh & Board of County Commissioners

RECOMMENDED MOTION: No motion or action is requested or recommended.

REPORT-IN-BRIEF: Throughout the school year the Board of County Commissioners present “Youth Meritorious Awards” to students attending both public and private schools or those being home schooled in Washington County. The following individual has been selected based on her scholastic achievement, leadership qualities, community service performed and other positive contributions to their school and community.

This exceptional youth has consistently worked and distinguished herself as a model student and member of our County.

It is my pleasure to present the following for recognition today:

Haeleigh Shoop- Clear Spring Middle School
Parent(s) – Gaela Shoop
Nominated by Megan Ruthvin

DISCUSSION: N/A

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Agenda Report Form

Open Session Item

SUBJECT: PUBLIC HEARING: Application for Water and Sewer Plan Amendment
WS-25-004

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Travis Allen, Senior Planner, Department of Planning and Zoning

RECOMMENDED MOTION: The purpose of this public hearing is to take public comment on the water and sewer plan amendment application. The Commissioners have the option to reach a consensus to either approve or deny the request after the public hearing closes or deliberate on the issue at a later date.

REPORT-IN-BRIEF: Application has been made by 2003 Mason Dixon LLC, owner of land located at 17939 Mason Dixon Road, Hagerstown, to amend the Washington County Water and Sewer Plan. The purpose of the amendment is to change the priority classification for water and sewer service from W-5/S-5 (Planned Service) to W-3/S-3 (Programmed Service); and to recognize the public water distribution system and public wastewater system of Antrim Township Municipal Authority (Pennsylvania) to provide these services to eligible properties in Washington County, Maryland.

DISCUSSION: In accordance with Maryland law, each County is required to prepare, adopt and maintain a Water and Sewerage Plan to demonstrate that safe and adequate facilities can and will be provided to support growth and development. Washington County, in cooperation with all other utility providers, last adopted a Water and Sewerage Plan in 2011 that forecasted short- and long-term water and wastewater facility needs over a 10-year period. On occasion, amendments to the document may be necessary to update information regarding new water/sewerage facilities, changes in the type, size or capacity of existing facilities, changes in the priority classification for service, or changes to the boundaries of existing service areas.

The applicant seeks these amendments in service of the planned development of two warehouse/distribution facilities consisting of +/- 1,237,600 sf. and +/- 611,520 sf., respectively. A site plan for these two facilities is currently under review by various regulatory agencies (County file SP-23-004).

The Planning Commission held a public input meeting on April 6, 2026, for the purpose of taking public comment on the request. No comments, either written or verbal, have been received concerning this application. The Planning Commission recommended approval of the request at their regular meeting on May 4, 2026.

FISCAL IMPACT: n/a

CONCURRENCES: n/a

ALTERNATIVES: Deny the requested amendment, necessitating the applicant seek water and sewer services from service providers in Washington County.

ATTACHMENTS: Amendment application, Staff report, Planning Commission recommendation

AUDIO/VISUAL NEEDS: n/a



WASHINGTON COUNTY PLANNING COMMISSION
WATER & SEWER PLAN AMENDMENT APPLICATION

FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____

Date Filed: _____

2003 Mason Dixon LLC
Applicant

☒ Property Owner ☐ Contract Purchaser
☐ Attorney ☐ Consultant
☐ Other: _____

P.O. Box 4217, 11535 Hopewell Road, MD
Address

Attn: Brad Fulton
Primary Contact

(301) 582-2700
Phone Number

Same as Above
Address

bfulton@acandt.com
E-mail Address

Property Location: 17939 Mason Dixon Road

Tax Map: 10 Grid: 20 Parcel No.: 68 Acreage: +/- 172.29 ac.

Tax Account ID: 13-000239

Current Zoning: PI

Current Priority Service Area: W5/S5

Proposed Priority Service Area: W3/S3

Is this request a: ☐ Text Amendment ☐ Map Amendment ☒ Both



[Signature]
Applicant's Signature
Brad Fulton
Authorized Person

Subscribed and sworn before me this 17th day of April, 20 25.

My commission expires on Aug. 26, 2028

Elizabeth A Loar
Notary Public

FOR PLANNING COMMISSION USE ONLY

- ☒ Application Form
- ☒ Fee Worksheet
- ☒ Application Fee
- ☒ Ownership Verification
- ☒ Boundary Plat (Including Metes & Bounds)

- ☐ Names and Addresses of all Adjoining & Confronting Property Owners
- ☒ Vicinity Map
- ☒ Justification Statement
- ☐ 25 copies of complete Application Package



WASHINGTON COUNTY DEPARTMENT OF
PLANNING & ZONING FEE WORKSHEET

FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____

Date Filed: _____

PLEASE COMPLETE ONLY THE
SECTION THAT APPLIES.

Applicant's Name: 2003 Mason Dixon LLC Date: 5/23/25

Zoning Ordinance Map Amendment \$ 2,000.00

Number of Acres * _____ x \$20.00 [1 acre minimum]
per acre \$ _____

Engineering Review Fee \$ 150.00

Technology Fee \$ 15.00

TOTAL FEES DUE – MAP AMENDMENT \$ _____

*Minimum charge of \$20.00 [if less than one acre]

Text Amendment \$ 2,000.00

Choose One: ☐ Adequate Public Facilities Ordinance
☐ Forest Conservation Ordinance
☐ Solid Waste Plan
☐ Subdivision Ordinance
☐ Zoning Ordinance
☐ Other: _____

Technology Fee \$ 15.00

TOTAL FEES DUE – TEXT AMENDMENT \$ 2,015.00

Water and Sewer Plan Amendment \$ 2,000.00

Technology Fee \$ 15.00

TOTAL FEES DUE – WATER AND SEWER PLAN AMENDMENT \$ 2,015.00

Forest Conservation Exemption \$ 25.00

Technology Fee \$ 15.00

TOTAL FEES DUE – FOREST EXEMPTION \$ 40.00

Please make checks payable to "Washington County Treasurer".

Real Property Data Search ()

Search Result for WASHINGTON COUNTY

View Map

View GroundRent Redemption

View GroundRent Registration

Special Tax Recapture: AGRICULTURAL TRANSFER TAX

Account Number: District - 13 Account Identifier - 000239

Owner Information

Owner Name: 2003 MASON DIXON LLC

Use: AGRICULTURAL

Principal Residence:NO

Mailing Address: 11535 HOPEWELL RD

Deed Reference: /02173/ 00676

HAGERSTOWN MD 21740-2109

Location & Structure Information

Premises Address: 17939 MASON DIXON RD

Legal Description: 172.29 ACRES

HAGERSTOWN 21740-0000

17939 MASON DIXON RD

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No:

0010 0020 0068 13010330.22 0000 2023 Plat Ref:

Town: None

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use

172.2900 AC

Stories Basement Type Exterior Quality Full/Half Bath Garage Last Notice of Major Improvements

/

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2023	07/01/2024	07/01/2025
Land:	129,500	129,500		
Improvements	35,700	46,100		
Total:	165,200	175,600	172,133	175,600
Preferential Land:	69,500	69,500		

Transfer Information

Seller: MARTIN LEO E & MARY E ET AL	Date: 10/31/2003	Price: \$1,450,000
Type: ARMS LENGTH VACANT	Deed1: /02173/ 00676	Deed2:
Seller: MARTIN LEO E & MARY E	Date: 04/15/2003	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /01979/ 00339	Deed2:
Seller: MARTIN LEO E	Date: 12/03/1996	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /01308/ 01041	Deed2:

Exemption Information

Partial Exempt Assessments:Class	07/01/2024	07/01/2025
County:	000	0.00
State:	000	0.00
Municipal:	000	0.00 0.00 0.00 0.00

Special Tax Recapture: AGRICULTURAL TRANSFER TAX

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

https://sdat.dat.maryland.gov/RealProperty/Pages/viewdetails.aspx?County=22&SearchType=ACCT&District=13&AccountNumber=000239

Page 1 of 1

CLERK OF CIRCUIT COURT
WASHINGTON COUNTY

THIS DEED, made this 31st day of October, A.D., 2003, by The Mennonite Foundation, Inc., an Indiana non-profit corporation, Trustee of the Charitable Remainder Unitrust of Leo Martin and Mary Martin, dated March 12, 2003, which maintains its principal office at P.O. Box 483, Goshen, IN 46527 (the "Trustee") and Leo E. Martin and Mary E. Martin, husband and wife, residing at 13729 Paradise Church Road, Hagerstown, MD 21742, hereinafter collectively called "Grantor" and 2003 Mason Dixon LLC, a Maryland limited liability company, hereinafter called "Grantee".

RECITALS:

The Trustee is the trustee of a Charitable Remainder Unitrust, established on March 12, 2003 for the benefit of Leo E. Martin and Mary E. Martin. On April 14, 2003, the Martins granted and conveyed to the Trustee an undivided forty (40%) per cent interest in and to the property more particularly described on Schedule "A" attached hereto and made a part hereof with the Martins retaining a sixty (60%) per cent undivided interest therein, both parties holding title as tenants in common.

The Charitable Remainder Unitrust provides, in pertinent part, that the Trustee may continue the investment in the property or in the alternative, it may sell the Trust's interest in such property. The Trustee has elected to so grant and convey its individual interest in accordance with the terms of a contract of sale by and between itself, the Martins and the Grantee for the consideration as hereinafter recited.

WITNESSETH: That for and in consideration of the sum of One Million Four Hundred Fifty Thousand and 00/100 (\$1,450,000.00) Dollars and other good and valuable considerations, the receipt of which is hereby acknowledged, including the Recitals which are incorporated by reference herein, the said Grantor herein does hereby grant and convey unto the said Grantee, all those tracts or parcels of land more particularly described on Schedule "A" which is attached hereto and made a part hereof.

Being all of the same property conveyed to Leo E. Martin and Mary E. Martin by Leo E. Martin, by a Deed dated September 16, 1996 and recorded at Liber 1308, folio 1041; and to The Mennonite Foundation, Inc., an Indiana non-profit corporation, Trustee of the Charitable Remainder Unitrust of Leo Martin and Mary Martin, dated March 12, 2003, by a Deed from Leo E. Martin and Mary E. Martin dated April 14, 2003 and recorded at Liber 1979, folio 339, two of the land records of Washington County, Maryland.

The above described property is subject to all the covenants, conditions, restrictions, easements, limitations and offers of dedication, of record, if any.

And the said Grantor does hereby covenant that it will warrant specially the property hereby conveyed and that it will execute such other and further assurances thereof as may be requisite.

2173 0677

CLERK OF CIRCUIT COURT
WASHINGTON COUNTY

Whenever used, the singular number shall include the plural, the plural the singular, and the use of any gender shall be applicable to all genders.

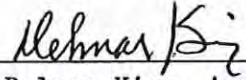
IN TESTIMONY WHEREOF, the corporate Grantor has caused this deed to be duly executed by Delmar King, its Asst. Treas. and its corporate seal hereunto affixed and duly attested by Karl C. Sommers its Secretary.

Attest to Signature
and Corporate Seal:

THE MENNONITE FOUNDATION, INC.
an Indiana non-profit corporation, Trustee
of the Charitable Remainder Unitrust of
Leo E. Martin and Mary E. Martin, dated
March 12, 2003.



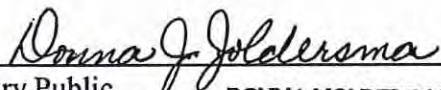
Secretary, Karl C. Sommers

By:  (SEAL)
Delmar King, Assistant Treasurer

STATE OF INDIANA, COUNTY OF ELKHART, To-Wit:

I HEREBY CERTIFY, That on this 28th day of October A. D., 2003, before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared Delmar King, who acknowledged himself to be an authorized signatory on behalf of the Mennonite Foundation, Inc., Trustee, and that he, as such party, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of said Trust.

Witness my hand and official Notarial Seal.


Notary Public
DONNA J JOLDERSMA
NOTARY PUBLIC STATE OF INDIANA
ELKHART COUNTY
MY COMMISSION EXP. JAN. 29, 2008

My Commission Expires:

2173 0678

CLERK OF CIRCUIT COURT
WASHINGTON COUNTY

Witness the hand and seal of said Grantor.

Witness:

Leo E. Martin (SEAL)
Leo E. Martin

Mary E. Martin (SEAL)
Mary E. Martin

STATE OF MARYLAND, COUNTY OF WASHINGTON, To-Wit:

I HEREBY CERTIFY, that on this 31st day of October, A.D., 2003, before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared Leo E. Martin and Mary E. Martin, personally known to me to be the persons whose names are subscribed to the foregoing instrument and who did each acknowledge that they executed the same for the purposes therein contained.

Witness my hand and official Notarial Seal.

Notary Public

My Commission Expires: 3-24-07

The undersigned, a member in good standing of the Bar of the Court of Appeals of Maryland, hereby certifies that the within instrument was prepared by him.

E. Kenneth Grove, Jr.
E. Kenneth Grove, Jr.

IMP FD SURE 2	20.00
RECORDING FEE	20.00
REGISTRATION T	11,020.00
IR TAX COUNTY	7,000.00
IR TAX STATE	7,250.00
TOTAL	25,310.00
Rest WAG2	Rcpt # 4654
DJW TLC	Blk # 5668
Oct 31, 2003	02:56 PM

AGRICULTURE TAX \$ 172.29
ACREAGE 1.29
CLERK 12/2/03

October 31, 2003

RECEIVED FOR TRANSFER
State Department of
Assessments & Taxation
for Washington County
By ARM Date 10/31/03

CLERK OF CIRCUIT COURT
WASHINGTON COUNTY

PARCEL #1: All that tract or parcel of land, together with the improvements thereon, and all the rights, ways, privileges and appurtenances thereto belonging or in anywise appertaining, situate on and along the Mason-Dixon Line and the Cumberland Valley Railway and described as follows:

BEGINNING for the same at a planted stone standing on the Maryland-Pennsylvania Line 1,077.5 feet West of a mile stone on said Line, the aforesaid planted stone being also a corner of the lands hereby conveyed and the lands now or formerly of Charles V. Larrick and Bertha M. Larrick, his wife, and G. Albert McLaughlin, and running thence with said lands of the said Charles V. Larrick and Bertha M. Larrick, his wife, and G. Albert McLaughlin, with true bearings South 20° 30' West 448.95 feet to a stake, thence North 81° 51' West 542.33 feet to a post on the right-of-way line of the Cumberland Valley Railroad, thence leaving the lands of said Charles V. Larrick and Bertha M. Larrick, his wife, and G. Albert McLaughlin, and running with the Cumberland Valley Railroad right-of-way parallel to and 40 feet distant from the center line of said Railroad, South 8° 25-1/2' West 2,774.32 feet to a post, thence leaving said right-of-way South 85° 13' East 1,110.96 feet, thence South 82° 28' East 908.1 feet to a post, thence North 22° 8' East 2,327.86 feet to an iron pipe, thence North 11° 30' East 980.6 feet to a pipe, thence North 62° 35' West 322 feet to the Southwest corner of a barn, thence North 59° 17' West 65.4 feet to a stake in the Maryland-Pennsylvania boundary line, said stake being 558.9 feet East of a

mile stone in the said State Line, and thence West with said State Line a distance of 1,634.4 feet to the point of beginning;

CONTAINING 172.01 acres of land, more or less;

PARCEL #2: All that tract or parcel of land situate on the South side of the Public Road leading from State Line to Mason-Dixon, approximately one (1) mile West of State Line, and being described as follows:

BEGINNING for the tract herein conveyed at a point marked by a stake in the Mason-Dixon Line, said point being in the Southern marginal line of the County Road known as the State Line Road, and also at the end of the second or North 54° 03' West 387.29 foot line in the deed to Elmer F. Strite and Edna M. Strite, his wife, from Charles S. Elliott and wife, dated the 9th day of February, A.D., 1967, and recorded in Liber 451, folio 310 among the Land Records of Washington County, and running thence along said Mason-Dixon Line and with part of the third line of the aforementioned deed, South 81° 45' East 226.61 feet to a stake, thence leaving said Mason-Dixon Line and running South 17° 24' West 110.99 feet to a point marked by a stake in the second line of the aforesaid deed, thence with said second line North 54° 03' West 235.59 feet to the end thereof;

CONTAINING 0.28 of an acre of land, more or less.

19-73-004

Water & Sewer Plan Amendment Application

2003 Mason Dixon LLC
17939 Mason Dixon Road
Hagerstown, MD 21740
(TM 10, Parcel 68, Tax ID No. 13-000239)
+/- 172.29 ac.

Current: W5 / S5 - Planned Service
Proposed: W3 / S3 - Programmed Service

JUSTIFICATION STATEMENT

The within amendment is requested for the dual purpose of:

- 1) Recognizing the public water distribution system and public wastewater treatment system of the Antrim Township (Pennsylvania) Municipal Authority (ATMA) as systems which may provide public water and wastewater service to eligible properties in Washington County; and
- 2) Amending the priority classification for water and sewerage service from W5 / S5 "Planned Service" to W3 / S3 "Programmed Service" for the above identified +/- 172.29 ac. property located at 17939 Mason Dixon Road, Hagerstown, MD 21740 (TM 10, Parcel 68, Tax ID No. 13-000239).

Public Water & Sewer Service from ATMA

The subject property is currently located within the Washington County Urban Growth Boundary and is zoned PI (Planned Industrial) (see attached Zoning Map)

The County's draft 2040 Comprehensive Plan update keeps the property within the Growth Boundary and assigns a "Business – Commercial Mix" classification on the future land-use map. (see attached Land-Use Map)

As per the current 2009 Water and Sewerage Plan for Washington County, the property is classified W5 / S5 "Planned Service." (see attached Service Area Map)

Notwithstanding the foregoing and notwithstanding the property being located in close proximity to I-81 and the Hagerstown Regional Airport, the closest public

water and sewer mains to which the property could connect are cost prohibitive to extend.

Therefore, in furtherance of the planned development of the property for two (2) warehouse / distribution buildings consisting of +/- 1,237,600 sf. and +/- 611,520 sf., respectively (see attached Site Plan Cover Sheet and Site, Utility & Dimensioning Plan) the property owner requested and received permission to have the property served by the ATMA (see attached June 9, 2021 letter from the ATMA agreeing to serve the property and July 22, 2022 letter confirming the available capacity sufficient to serve the property).

As per the August 16, 2022 letter from Washington County Department of Planning and Zoning to the ATMA, a copy of which is attached hereto, no objection was raised to the ATMA's intent to serve the property with public water and sewer service provided the property owner / developer filed the within application for Amendment to the Water and Sewer Plan and all required development plans.

On the basis of these prior acknowledgements and approvals, the property owner has completed the construction of water and wastewater mains from the ATMA's distribution and collection systems to the property. (see attached Construction Plan Cover Sheet and Plan/Profile Sheet)

This request is consistent with the County's adopted Comprehensive Plan for the County (2002) which encourages support for and future investment in economic development activity within the urban growth area, in particular the areas around the Hagerstown Regional Airport (see Art. II, Ch. 4, Economic Development).

The County's draft Comprehensive Plan 2040 continues to identify the urban growth area generally and the area around the Hagerstown Regional Airport specifically as priority economic development areas (see Ch. 9 – Economic Development). As such, the within request is also consistent with the County's draft Comprehensive Plan update.

With regard to the requirements stated in Appendix B of the Plan entitled "Policies, Procedures and Criteria for amendment to the County Plan for Water and Sewerage" the Property Owner provides the following:

Appendix B, Section II (C)

Criteria applicable to requests for amendment of priority classifications for water and sewerage service where major water and/or sewerage facilities are proposed by property owners:

1. Eligibility for S-5/W-5 (Planned Service) Classification:

- a. As discussed above, the property is currently located within the Urban Growth Area and the provision of service to the Property is consistent with the policies of the Comprehensive Plan for the County.
- b. The method of providing water and sanitary sewer service to the Property has been determined satisfactory to the ATMA, has been previously approved by the ATMA and has been constructed by the Property Owner.
- c. A Preliminary Consultation has been held with the Planning Commission to discuss water and sewer service to the Property, culminating in the letter attached hereto dated August 16, 2022 from County Staff to the ATMA expressing no objection.

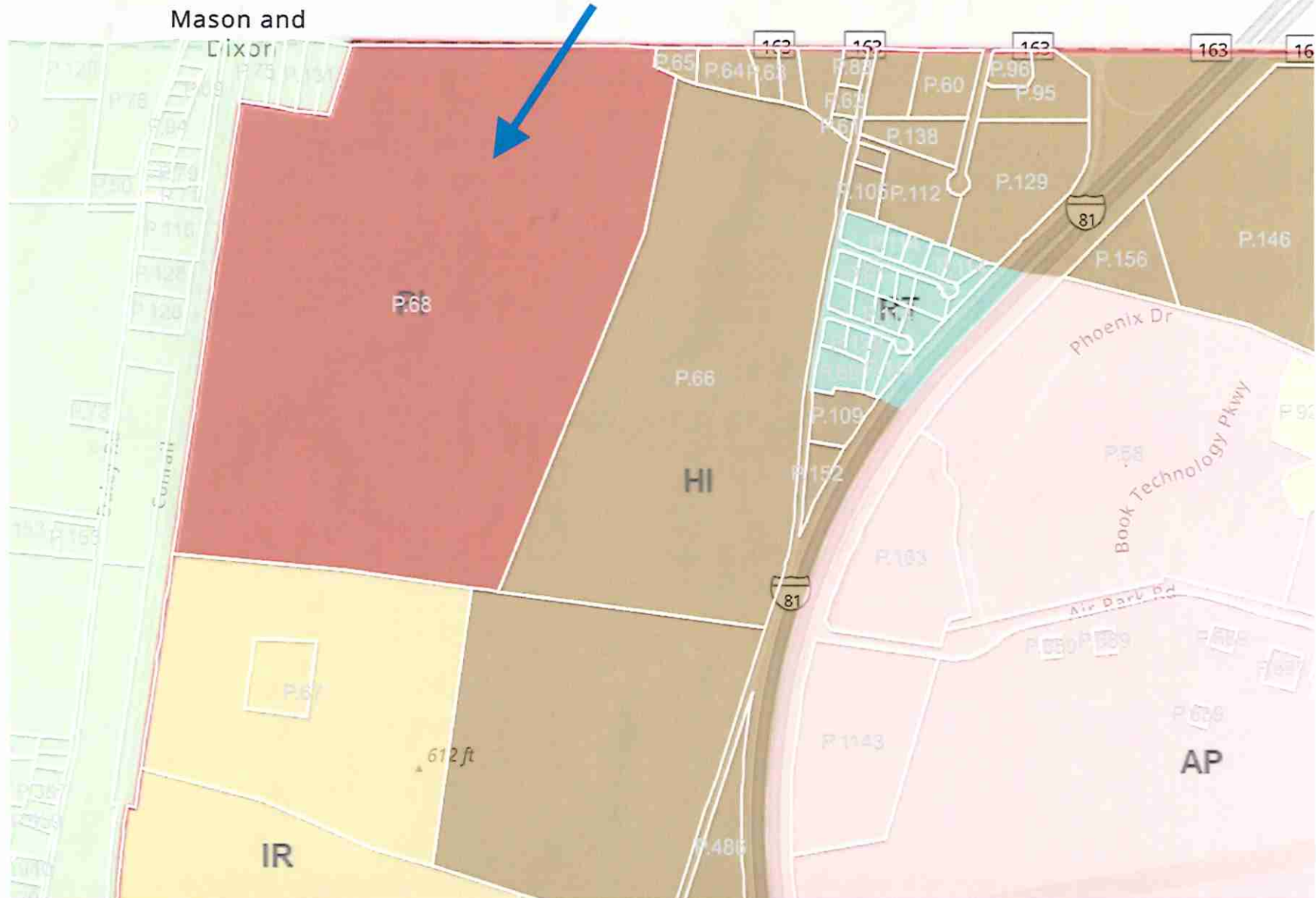
2. Eligibility for S-3/W-3 (Programmed Service) Classification:

- a. All of the requirements for S-5/W-5 have been met as per above.
- b. Arrangements have been made with the ATMA for acceptance of the constructed water and sewer facilities, operating and maintenance responsibility, allocation of capacity, and/or connections to the public system.
- c. The proposed development, if approved for service from the ATMA, will not be under the jurisdiction of the Washington County Department of Water Quality.
- d. Adequate capacity currently exists to serve the property.
- e. Preliminary site plan is in the process of being obtained from the Planning Commission and other appropriate public agencies responsible for approval of plans.

**2003 Mason Dixon LLC
TM 10, Parcel 68
+/- 172.29 ac.**

Zoning Map

**Current: W5 / S5 - Planned Service
Proposed: W3 / S3 - Programmed Service**



2040 Comp. Plan Land-use Map

Mason and
Dixon

163

163

81

Low Density Residential
Middleburg

Low Density Residential

Subject Property

81

Business Commercial Mix

Hagerstown
Regional Airport

11

Institutional

81

High Density Residential

Commercial

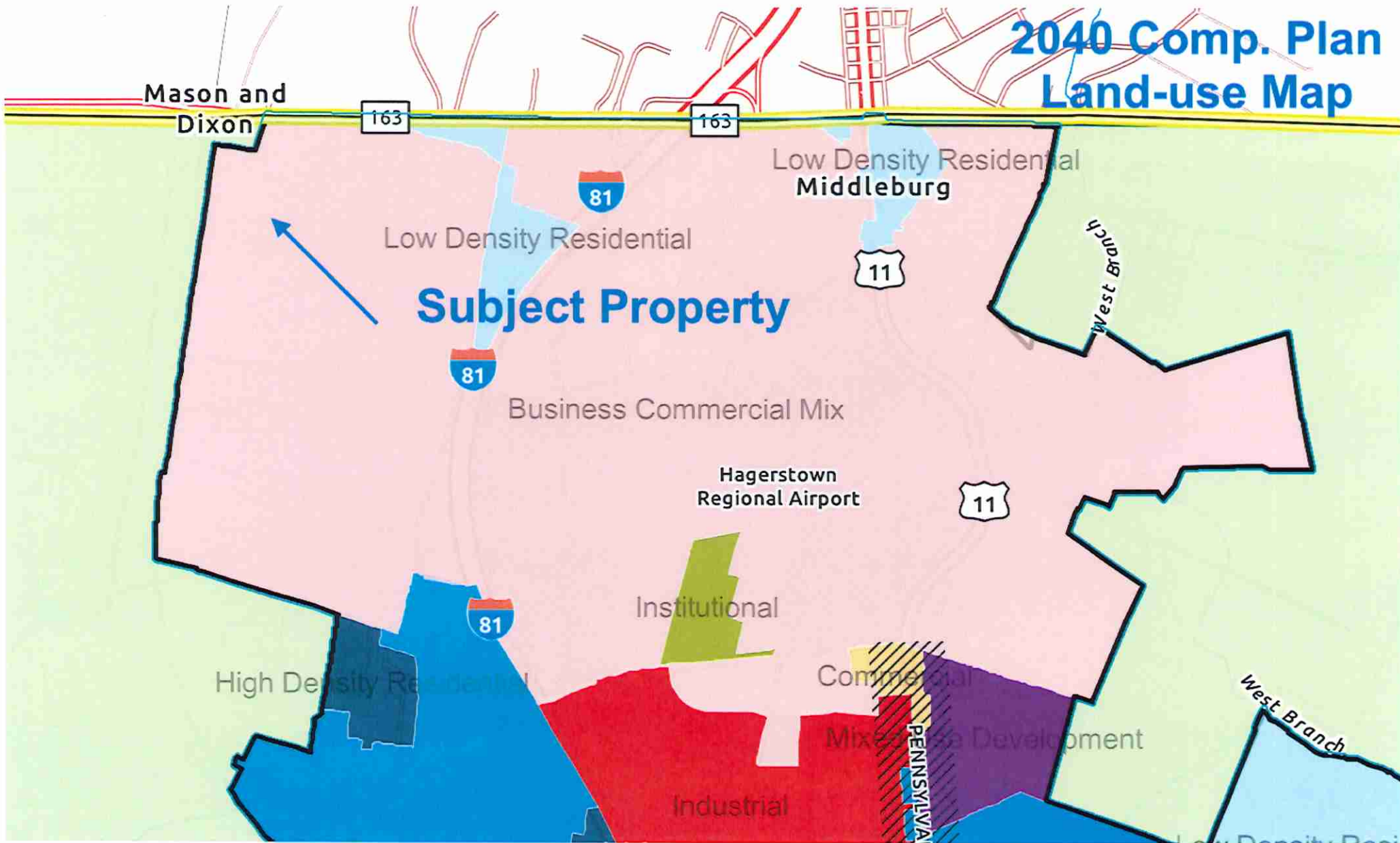
Mixed-Use Development

Industrial

PENNSYLVANIA

West Branch

Low Density Residential



**2003 Mason Dixon LLC
TM 10, Parcel 68
+/- 172.29 ac.**

**Water and Sewerage Plan
Service Area Map**

**Current: W5 / S5 - Planned Service
Proposed: W3 / S3 - Programmed Service**

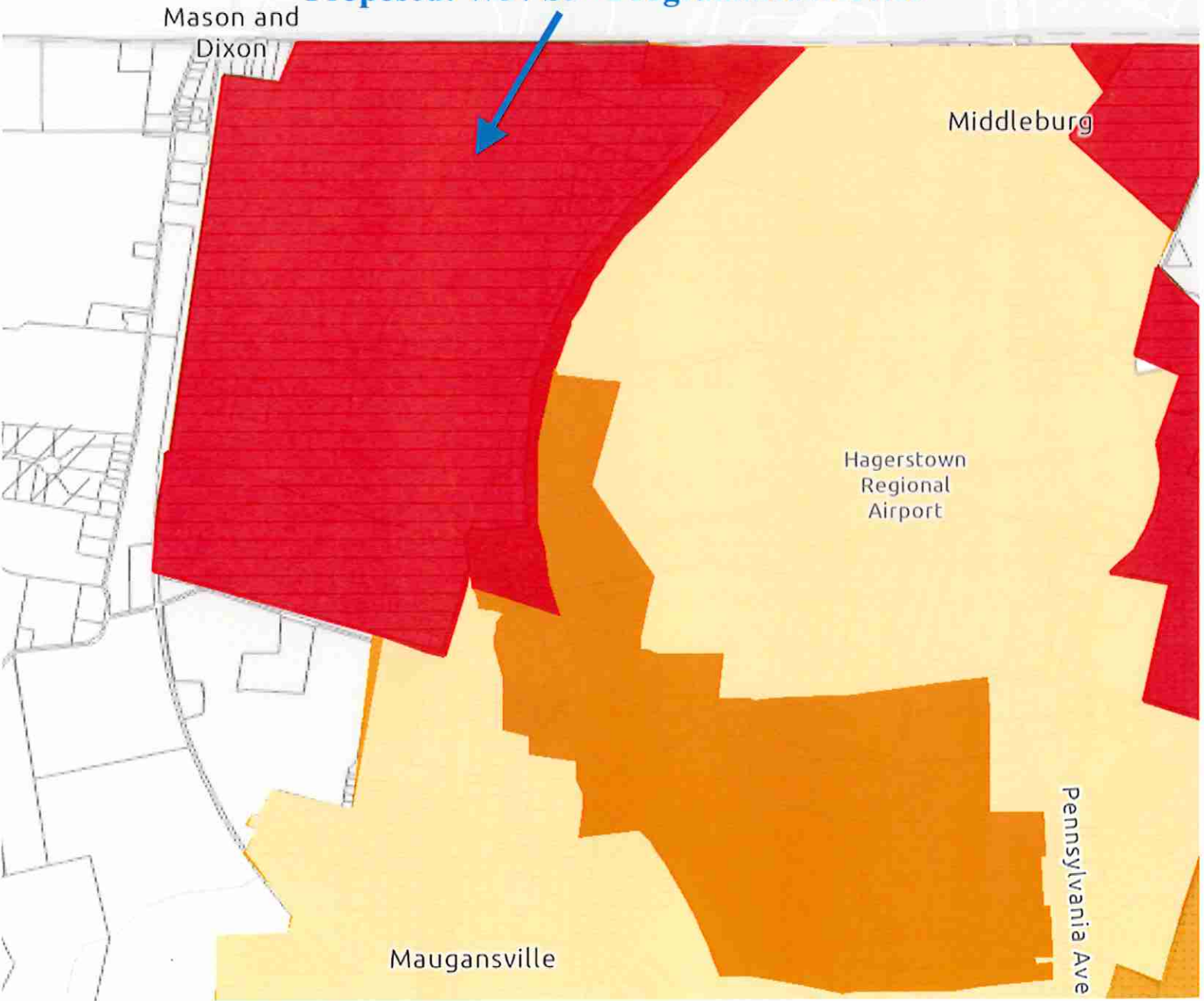
Mason and
Dixon

Middleburg

Hagerstown
Regional
Airport

Maugansville

Pennsylvania Ave





ANTRIM TOWNSHIP MUNICIPAL AUTHORITY

10655 Antrim Church Road, Post Office Box 130, Greencastle, PA 17225
Phone: (717) 597-3818 Fax: (717) 597-4257 www.twp.antrim.pa.us

2003 Mason Dixon LLC
17939 Mason Dixon Road
Hagerstown MD 21740

June 9, 2021

RE: 2003 Mason Dixon LLC
17939 Mason Dixon Rd
Hagerstown MD 21740
Intent to serve Sewer/Water Utilities

To Whom It May Concern:

The Antrim Township Municipal Authority will serve sewer and water utilities to 2003 Mason Dixon LLC subject to the availability of capacity at that time, as approved by the Antrim Township Municipal Authority at its regular meeting on Monday, May 24, 2021. This agreement to serve is transferable for the property located at 17939 Mason Dixon Rd., Hagerstown MD 21740, upon written approval of the Antrim Township Municipal Authority.

Sincerely,

A handwritten signature in blue ink that appears to read "R. Nowell".

Roger A. Nowell
Antrim Township Public Works Director
13431 Worleytown Road
Greencastle PA 17225
Office: 717-597-3818 ext. 106
Mobile: 717-816-1570
Field Office: 717-597-9798
Email: rnowell@twp.antrim.pa.us
Website: www.twp.antrim.pa.us



ANTRIM TOWNSHIP MUNICIPAL AUTHORITY

10655 Antrim Church Road, Post Office Box 130, Greencastle, PA 17225
Phone: (717) 597-3818 Fax: (717) 597-4257 www.twp.antrim.pa.us

2003 Mason Dixon LLC
17939 Mason Dixon Road
Hagerstown MD 21740

July 22, 2022

RE: 2003 Mason Dixon LLC
17939 Mason Dixon Rd
Hagerstown MD 21740
Capacity to serve Sewer/Water Utilities

To Whom It May Concern:

Per the Antrim Township Municipal Authority 2021 Primary Facility Report as submitted to DEP, the public water system produced 95,721 GPD during 2021. The system has present capacity to produce <400,000 GPD and permitted capacity to produce up to 792,000 GPD.

Per the Antrim Township 2021 Chapter 94 report as submitted to DEP, the public sewer system treated 0.666 MGD during 2021. The maximum design capacity of the treatment plant is 1.200 MGD, with an increased hydraulic design capacity up to 1.900 MGD as a result of a just completed expansion to the sewer treatment plant.

No capacity issues are expected as a result of this water/sewer expansion into Maryland/Washington County for the referenced project.

Sincerely,

Roger A. Nowell
Antrim Township Public Works Director
13431 Worleytown Road
Greencastle PA 17225
Office: 717-597-3818 ext. 106
Mobile: 717-816-1570
Field Office: 717-597-9798
Email: rnowell@twp.antrim.pa.us
Website: www.twp.antrim.pa.us



DEPARTMENT OF PLANNING & ZONING
PLANNING | ZONING | LAND PRESERVATION | FOREST CONSERVATION | GIS

August 16, 2022

Antrim Township Municipal Authority
c/o Roger Nowell, Director, Antrim Twp. Public Works
10655 Antrim Church Road
P.O. Box 130
Greencastle, PA 17225

Re: 17939 Mason Dixon Road, Hagerstown, MD 21740 (TM 10, Grid 20, Parcel 68)(the "Property")
Intent to Serve – Sewer/Water Utilities

Mr. Nowell:

As per the letter dated June 9, 2021, the Antrim Township Municipal Authority (ATMA) has agreed and is willing to serve the above referenced Property located in Washington County, Maryland with public water and sewer service, subject to the availability of capacity at the time of development.

As the governing jurisdiction that will review any land development plans for the Property, Washington County hereby acknowledges and has no objection to the ATMA's intent to serve the Property with public water and sewer service. The developer will be required to file the appropriate applications for Washington County Water and Sewer Plan amendments and development plans prior to connection of services.

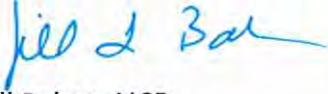
Please be advised that the Washington County Sewer Service Policy currently provides as follows, which the Property will be expected to comply with in the event Washington County public sanitary sewer infrastructure is extended in the vicinity:

Article I, Section I – 1 General

D. **Duty of Owners to Connect** - the owners of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, **situated within the County** and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the County, and located **within 350 feet of said sanitary sewer** is hereby required at their expense to ... connect such facilities directly with the proper public sanitary sewer in accordance with all applicable provisions of the County law within the time prescribed by the County. (emphasis added)

Should you have any further questions regarding this action please contact me at 240-313-2430.

Sincerely,



Jill Baker, AICP
Director

Cc: Mark Bradshaw, Director, Washington County Environmental Management
John Martirano, County Administrator
Kirk Downey, County Attorney
Jason Divelbiss, Esq., JD Law Company Inc.

ANTRIM TOWNSHIP MUNICIPAL AUTHORITY NOTES

1. ALL SANITARY SEWER AND WATER CONSTRUCTION SHALL BE PERFORMED TO THE ATMA TOWN OF ANTRIM WATER CONSTRUCTION SPECIFICATIONS IN PLACE AT THE ACTUAL TIME OF CONSTRUCTION.
2. FOR SANITARY SEWER MAINS AND LATERALS AND WATER MAINS AND LATERALS LOCATED IN FULL AREAS, THE SOIL SHALL BE COMPACTED IN 6" LIFTS. THE LIFTS SHALL BE COMPLETED FOR THE ENTIRE LENGTH OF MAIN AND LATERAL IN THE FULL AREA AND NOT BE LEFT EXPOSED FOR ANY EXTENDED PERIOD OF TIME. THE AUTHORITY RESERVES THE RIGHT TO REQUIRE COMPACTION TESTING IF IT DEEMS THE COMPACTION INSUFFICIENT.
3. ALL NON-RESIDENTIAL PROPERTY MUST INSTALL A WATER METER ON ALL WATER SOURCES.
4. ALL NON-RESIDENTIAL USER MUST CONFORM TO THE ANTRIM TOWNSHIP ORDINANCE REGARDING TREE TREATMENT OF TRENCH ENCLOSURE.
5. THE ATMA RESERVE THE RIGHT TO REVIEW THE ECU CALCULATIONS FOR ANY LOT WHICH IS FOR NON-RESIDENTIAL USE AND MAKE THE NECESSARY ADJUSTMENTS TO THE SANITARY ECU ALLOWED FOR THE PURPOSE OF DETERMINING THE CORRECT CAPACITY UTILIZED BY THE PROPERTY OF THE ATMA. MATTER FOR THE WATER FACILITY. THIS REVIEW WILL BE COMPLETED EVERY TWO YEARS AFTER THE DATE OF FINAL BOARD OF SUPERVISORS APPROVAL OF THE LAND DEVELOPMENT PLAN. UPON COMMENCING OPERATIONS, THE ECU CALCULATION WILL BE BASED ON THE ADDITIONAL PLANS FOR THE WATER METER READINGS TAKEN FOR THE PROPERTY. THE APPLICANT AGREES THAT THE ECU CALCULATION SHALL BE BASED ON THE TUNES FROM THE 15TH TO 40TH MONTH FOLLOWING INSTALLATION OF THE WATER METER, FOR WHICH DATA IS AVAILABLE.
6. THE ATMA SANITARY SEWER AND WATER RIGHTS OF WAY MAY BE PLACED IN A ROW AND SHALL BE NO MORE THAN 5 FEET TALL AT MATURITY OR MAY BE USED FOR NORMAL AGRICULTURAL PURPOSES. HOWEVER, THERE ARE NOT ALLOWED WITHIN 5 FEET OF EACH SIDE OF THE PIPELINE. FURTHERMORE, THE PLANTING OF LARGE SHRUBBERY OR TREES WITHIN THE RIGHTS OF WAY IS PROHIBITED.
7. ANY LATERAL PROPOSED WITHIN 30 FEET OF ATMA RIGHTS OF WAY AND FACILITIES MUST HAVE PRIOR WRITTEN CONSENT FROM THE AUTHORITY.
8. THE OWNER GRANTS THE RIGHT TO ATMA TO ACCESS THE PROPERTY FOR THE PURPOSE OF COLLECTING SAMPLES FROM THE SANITARY SEWER AT BOTH OF THE INSPECTION MANHOLE LOCATIONS AND THE RIGHT TO ACCESS AND PROVIDE MAINTENANCE IF NECESSARY ON ANY UNDER PUMP INSTALLATION, AS APPLICABLE.
9. THE OWNER GRANTS THE RIGHT TO ATMA TO ACCESS THE PROPERTY FACILITIES FOR THE PURPOSE OF COLLECTING PORTABLE WATER SAMPLES AS NECESSARY.
10. THE OWNER SHALL ENTER INTO THE REQUIRED SEWER AND WATER SERVICE CONNECTION AGREEMENT WITH ATMA.
11. THE CONTRACTOR IS RESPONSIBLE FOR KEEPING AN AS-BUILT RECORDS DURING CONSTRUCTION PER THE ATMA STANDARD SEWER AND WATER SPECIFICATIONS REGARDING COORDINATE LOCATION AND ELEVATION. THIS INFORMATION MUST BE SAVED IN DIGITAL FORMAT TO BE PROVIDED TO ATMA UPON COMPLETION OF THE PROJECT. HORIZONTAL LOCATION COORDINATES SHALL BE IN THE PA STATE PLANE AND 85 VERTICAL ZONE. COPIES OF THE AS-BUILT ARE TO BE PROVIDED WITH CHANGES SHOWN IN RED INK TO THE ENGINEER FOR FINAL REVIEW AND APPROVAL PRIOR TO SUBMITTING TO ATMA.
12. ATMA INSPECTOR MUST BE PRESENT FOR THE TAPPING SLEEVE/CILAR INSTALLATION AT THE IN LOCATION ON THE EXISTING SEWER AND WATER LINE.
13. ATMA INSPECTIONS AND TESTING WILL BE PER THE ATMA SANITARY SEWER AND WATER CONSTRUCTION SPECIFICATIONS.
14. ALL MATERIALS MUST CONFORM TO ATMA OR CURRENT ATMA SPECIFICATIONS AS SPECIFIED ON THE DRAWINGS.
15. THIS CONSTRUCTION MUST WITHIN ALL EQUIPMENT NECESSARY FOR THE PROPER TESTING OF ALL NEW FACILITIES AS REQUIRED BY ATMA.
16. ALL PROPOSED PUBLIC WATERMAIN INFRASTRUCTURE SHALL BE OPENED ALONG WITH DEED OF DEDICATION AND AS-BUILT DRAWINGS AS REFERENCED IN THE ANTRIM TOWNSHIP MUNICIPAL AUTHORITY SEWER CONSTRUCTION SPECIFICATIONS FOR DEDICATION TO THE ANTRIM TOWNSHIP MUNICIPAL AUTHORITY UPON COMPLETION OF CONSTRUCTION.
17. SEWER LINES ARE REQUIRED TO BE TESTED AND MANHOLES TESTED NO SOONER THAN 10 DAYS FROM THE TIME OF INSTALLATION.
18. NO STOREWATER PERMIT SHALL BE OBTAINED AND NO SEWER WATER TAPS HOLD UNTIL THE SEWER LINES ARE OFFERED FOR DEDICATION AND ACCEPTED BY THE ATMA.
19. ANY DAMAGE TO EXISTING ATMA UTILITIES INFRASTRUCTURE SHALL BE REPAIRED BY THE DEVELOPER TO ATMA UTILITIES SPECIFICATIONS IN PLACE AT THE TIME OF ACTUAL CONSTRUCTION.
20. AN AGREEMENT IS NEEDED FOR THE SEWER AND WATER LINES TO BE DEDICATED TO ATMA UNDER BLACKTOP OR OTHER RESTRICTIONS.

LAND DEVELOPMENT NOTES

1. THE BOUNDARY INFORMATION IS BASED ON FIELD SURVEYS PERFORMED BY J. A. BURNS, J.D. THE HORIZONTAL DATUM IS NAD 83. PA GRID. SOUTH STATE PLANE COORDINATES. BEARINGS ARE BASED ON PA GRID SOUTH DATUM.
2. TOPOGRAPHIC INFORMATION IS BASED ON PHOTOGRAPHIC MAPPING AND SUPPLEMENTAL FIELD SURVEYS PERFORMED BY J. A. BURNS, J.D. VERTICAL DATUM IS NAVD 83.
3. UTILITY HIGHWAY OCCUPANCY PERMIT IS REQUIRED FROM PENNDOT FOR THE WATER AND SEWER LINES CROSSING MASON DIXON ROAD IN DOW.
4. THE MATCHED LAY ON THIS PROPERTY IS 1/4 MILE S.F. OF WAREHOUSE DISTRIBUTION.
5. PROPOSED WATER/SEWER FLOW:
 Antrim Twp. Water ECU: 20,000 G.P.D.
 Antrim Twp. Sewer ECU: 110.0 (110 gpd/acre)
 Antrim Twp. P & L ECU: 79.7 (79.7 gpd/acre)
 88.0 (88.0 gpd/acre)

CONSTRUCTION PLAN

FOR

WATER & SEWER LINE EXTENSION 2003 MASON DIXON LLC

SITUATED IN

ANTRIM TOWNSHIP

FRANKLIN COUNTY, PENNSYLVANIA &
WASHINGTON COUNTY, MARYLAND

CLIENT:
2003 MASON DIXON LLC
11535 HOPEWELL RD.
HAGERSTOWN, MD 21740

ATTN: BRAD FULTON
EMAIL: Bfulton@acandt.com
PHONE: 301-582-5322

CIVIL ENGINEER / SURVEYOR:
FSA INC.
20 WEST BALTIMORE ST.
GREENCASTLE, PA 17225
PHONE: 717-597-1007

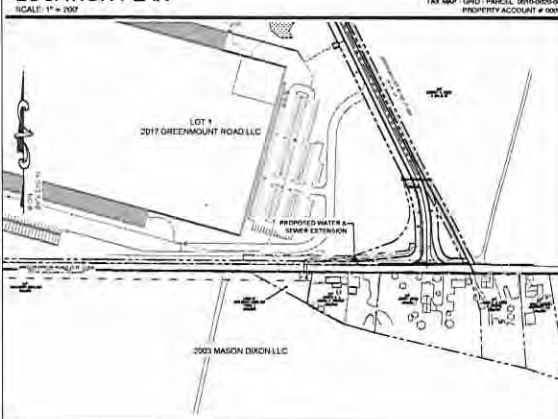
VICINITY MAP



SHEET INDEX

TYPE	NUMBER	TITLE
C-101	SHEET 01	COVER SHEET
C-102	SHEET 02	NOTES & LEGENDS
C-103	SHEET 03	PLANVIEW
C-104	SHEET 04	CONSTRUCTION DETAILS
C-105	SHEET 05	CONSTRUCTION DETAILS

LOCATION PLAN



APPROVALS

ANTRIM TOWNSHIP MUNICIPAL AUTHORITY	



WATER & SEWER LINE EXTENSION
2003 MASON DIXON LLC
 ANTRIM TOWNSHIP
 FRANKLIN CO., PA & WASHINGTON CO., MD
 11535 HOPEWELL RD.
 HAGERSTOWN, MD 21740

APPROVALS	
DESIGNED BY	DATE
CHECKED BY	DATE
APPROVED BY	DATE

COVER SHEET
 C-101
 SHEET 01 OF 05



DEPARTMENT OF PLANNING & ZONING
PLANNING | ZONING | LAND PRESERVATION | FOREST CONSERVATION | GIS

May 18, 2026

WS-25-004

**APPLICATION FOR AMENDMENT TO THE
WASHINGTON COUNTY WATER AND SEWERAGE PLAN**

PLANNING COMMISSION RECOMMENDATION

The Washington County Planning Commission held a public input meeting on Monday, May 6, 2026 at 6:00 p.m. to consider a proposed amendment to the Washington County Water and Sewerage Plan. The application was submitted by 2003 Mason Dixon LLC for property located at 17939 Mason Dixon Road. The request is to change the priority classification for water and sewer service from W-5/S-5 (Planned Service) to W-3/S-3 (Programmed Service) and to recognize the public water distribution system and public wastewater system of Antrim Township Municipal Authority (in Pennsylvania) to provide these services to eligible properties in Washington County, Maryland.

The applicant seeks these amendments in service of the planned development of two warehouse/distribution facilities consisting of +/- 1,237,600 sf. and +/- 611,520 sf., respectively. A site plan for these two facilities is currently under review by various regulatory agencies (County file SP-23-004).

The Planning Commission considered the application and supporting documents, oral testimony from the applicant's attorney, and the Staff Report and Analysis. The Commission took action at its June 1, 2026 meeting to recommend, to the Board of County Commissioners, approval of the amendment as presented.

A copy of the application packet, Staff Report & Analysis, and copies of the May 6th and June 1st, 2026 Planning Commission meeting minutes.

Sincerely,

Jennifer D. Kinzer
Interim Director, Washington County Department
of Planning & Zoning

JDK/TA/dse

**WASHINGTON COUNTY PLANNING COMMISSION
REZONING PUBLIC INPUT AND REGULAR MEETING
April 6, 2026**

The Washington County Planning Commission held a rezoning public input meeting and its regular monthly meeting on Monday, April 6, 2026 at 6:00 p.m. at the Washington County Administrative Complex, 100 W. Washington Street, Room 2000, Hagerstown, MD.

CALL TO ORDER AND ROLL CALL

The Chairman called the rezoning public input meeting to order at 6:00 p.m.

Planning Commission members present were: Jeff Semler, Chairman, Jay Miller, Vice-Chairman, Terrie Shank, Laura Lane-Unsworth, Doug Wright, Jr. and Ex-officio County Commissioner Randy Wagner. Staff members present were: Washington County Department of Planning & Zoning: Jennifer Kinzer, Interim Director; Travis Allen, Senior Planner; Scott Stotemyer and Misty Wagner-Grillo, Planners; and Debra Eckard, Office Manager.

REZONING PUBLIC INPUT MEETING

2003 Mason Dixon LLC [WS-25-004]

Staff Presentation

Mr. Allen presented a Water & Sewerage Plan amendment to change the priority classification from W-5/S-5 planned service to W-3/S-3 programmed service and to recognize the Antrim Township Municipal Authority as a provider for water and sewer services to eligible properties in Washington County. This application was submitted for property located at 17939 Mason Dixon Road. The property is located at the northern limit of Washington County's Urban Growth Area boundary at the MD/PA state line and is currently zoned PI (Planned Industrial). The property is currently being used for agricultural purposes and is improved by agricultural support buildings. Service classifications are defined in the Water & Sewerage Plan according to a general timeline of when public services shall be extended to potential properties. The W-5/S-5 planned service designation allows private well and septic systems without a required connection to public services within a one-year timeframe. The W-3/S-3 programmed service designation permits individual well and septic systems on an interim basis with a connection to public services within one year after it becomes available. Mr. Allen briefly explained the requirements to be met when applying and approving an amendment to the Water & Sewerage Plan. In this case, the applicant must meet all eligibility requirements for W-5/S-5 and W-3/S-3 designations and must demonstrate consistency with the Comprehensive Plan and the Water & Sewerage Plan.

Mr. Allen stated that the applicant has applied for and received confirmation of services from Antrim Township where there is available capacity to serve the properties. He noted that the creation of individual well and septic systems in this area of the County is inadvisable, because the property is located within a wellhead protection area designated by Maryland Department of the Environment due to the potential for contamination as a result of groundwater being under the direct influence of surface water. The property's location within the County's Urban Growth Area indicates a clear intent to connect it to public services when they become available. The property's location adjacent to the Pennsylvania state line enables the developer to seek more economical public water and sewer services from Antrim Township and thereby preserves allocation for neighboring properties and reduces the burden on the City of Hagerstown and Washington County facilities. Staff believe the request is consistent with the Comprehensive Plan and Water & Sewerage Plan. No public comments have been received either in favor or in opposition to the amendment.

Applicant's Presentation

Mr. Jason Divilbiss, PO Box 202, Greencastle, PA, legal counsel for the applicant, and Justin Doty of Frederick, Seibert & Associates, 128 S. Potomac Street, Hagerstown, MD, consultant for the applicant, were present at the meeting and spoke on behalf of the applicant. Mr. Divilbiss stated that the property is approximately 172 acres in size. Because the property is located on the MD/PA line, there have been a litany of unique circumstances surrounding the development of this property. The property is within the County's Urban Growth Area and a high development area surrounding the Hagerstown Regional Airport; however, public water and sewer services in Washington County are located a significant distance from the property. Public water and sewer services from Antrim Township are in close proximity (directly across the road from the property) thereby making it the most expedient option from a service and infrastructure standpoint. Antrim Township has agreed to service this property with both water and

wastewater services. Mr. Divelbiss then explained the process needed to amend the Water & Sewerage Plan and to acknowledge Antrim Township as the service provider.

Discussion: Mr. Wright asked if County water and sewer services were extended in the future, would the applicant then connect to those lines instead. Mr. Divelbiss said there were preliminary discussions with the former Director of Water Quality regarding this issue, but there is no agreement at this time. He also stated there would be no objection to such an arrangement.

There was no public comment.

Danielle Eyler Durning [RZ-26-001]

Staff Presentation

Mr. Allen presented a proposed text amendment to amend sections of the Zoning Ordinance to define the term “small box variety store” and to restrict the location of these types of stores within 1,000 feet of properties with a historic designation or subject to a historic trust easement in the rural districts of the County. This newly defined land use would only be allowed in a Rural Business zoning district. The Rural Business (RB) zone, which is a floating zone, is established only through the rezoning process and may be applied only to parcels in the A(R) (Agricultural Rural), EC (Environmental Conservation), P (Preservation) and RV (Rural Village) zoning districts. Mr. Allen gave a brief history of the circumstances surrounding the reason for this proposed text amendment.

Mr. Allen highlighted several major concerns uncovered during Staff’s research of the proposed amendment. The first concern is the use of historic resources as a tool to prohibit new construction that may be undesirable to some people. The Historic District Commission’s (HDC) review, at present, does not determine what type of land use is permitted in any given zoning district. The HDC’s authority is limited to architectural review of structures located within a fully surveyed and adopted historic Rural Village. The HDC review is limited to approval of exterior changes that require a building permit or applications for local tax credit purposes. The proposed amendments would expand the scope of historic reviews in rural zoning districts well beyond what it is today, particularly in the Rural Villages.

The second concern is the proposed ambiguous language with respect to the 1,000-foot restriction of a property with a historic designation or a historic trust easement. Mr. Allen pointed out that a property can be historic without having any legal recognition of its historic qualities. The inclusion on the Maryland Inventory of Historic Properties is for informational and planning purposes only and has no bearing on regulation for financial incentives. Staff believe that the ambiguity in this language could lead to confusion or overreach in administering these amendments of the proposed zoning standards. The HDC does not recommend the proposed language “with historic designation” nor does it recommend impacting adjacent property owners when they are not included in the documentation of historic resources.

Mr. Allen stated that the third concern deals with the proposed distance requirement. The 1000-foot distance requirement is equivalent to or exceeds the most intensive land uses identified in the current Zoning Ordinance for rural area land uses. He noted that trap, skeet, rifle and archery ranges including gun clubs and various adult entertainment facilities are the only land uses that currently require a 1,000-foot setback. Other uses, such as mining operations, landfills, and racetracks have smaller setback requirements in the rural areas. Staff have not uncovered convincing evidence in BZA opinions or elsewhere in the application, that a Dollar General type store would be more impactful to neighboring properties than the uses previously listed. Historic resources located in the A(R), EC and P zoning districts may also be affected by the distance requirement because the RB zoning district can be applied to those districts.

Mr. Allen noted that the next concern is the proposed size limitation. The 16,000 or less square footage limitation could severely impact smaller variety stores that could fit onto smaller parcels particularly in the RV zoning district. Staff believe the proposed amendment conflicts with the purpose of the Rural Village zoning district. Even though the RV zoning district is sensitive to infrastructure concerns, it does not exclude all commercial opportunities for development. The RV zoning district encourages compatible development of a similar density, scale and use type.

In conclusion, Staff believe that it would be impossible to open a variety store under the proposed amendments and restricting the range of services available to rural communities without traveling to a distant population center. Properties with historic resources in A(R), EC and P would also be affected by the distance requirement proposed. It is staff’s opinion that a variety store can fit into the context of a Rural Village with the proper project design. Development review pertaining to historic resources should be focused on the design of the exterior portion of the project not prohibiting land uses that are otherwise permitted in the zoning district currently. The Rural Business zoning process as well as the BZA special exception process already allows public comment on applications for most new commercial development

in rural areas. The proposed amendments would preclude the public comment ability that is invested in those special exception and rezoning processes. Staff does not recommend approval of these proposed amendments.

Mr. Allen stated that one written public comment was received prior to this evening's meeting in favor of the proposed amendments.

Applicant's Presentation

Ms. Durning, 25212 Cascade Road, Cascade, MD was present at the meeting and represented herself. She briefly spoke of the uniqueness of living in the Cascade Rural Village, which is also home to the former Fort Ritchie military base that is currently being revitalized. She expressed her opinion that the proposed text amendments would protect the rural and historic villages across the County. The proposed amendment would prohibit small box variety stores within a very limited 1,000-foot radius of a historically protected area such as Fort Ritchie. Rural Villages are definable on the landscape and contribute to the unique character of Washington County. The proposed amendment would aid in promoting a balanced and diversified economy which aligns with Comprehensive Plan goals. The proposed amendment would protect historically important areas and clarify the purpose and scope of the Rural Village zone. The amendment is needed to clarify the confusion surrounding the Zoning Ordinance that has thus far resulted in two Board of Appeals decisions, two circuit court decisions, and a pending Appellate Court hearing.

Public Comment

- Tory Fitzgerald, 14351 Pen Mar High Rock Road, Cascade – Ms. Fitzgerald is in favor of the proposed text amendment to protect Cascade and other areas of the County. She believes the proposed amendment will help areas outside the limits of Hagerstown.
- Taj Smith, 1358 Salem Avenue, Hagerstown – Ms. Smith stated that the residents of Cascade want to protect their homes and local businesses and maintain its rural nature. The County's 2040 Comprehensive Plan promises to protect the County's rural villages, viewsheds and integrity. She believes the proposed amendment defining "small box stores" and where they can be located will protect the rural areas. She expressed her opinion that the community wants to grow in a way that respects Fort Ritchie and keeps their community as a Rural Village.
- Carmen Fox, 24843 Pen Mar Road, Cascade – Ms. Fox is in favor of the proposed amendments and wants to protect Rural Villages. She expressed her opinion that Cascade does not want or need a Dollar General store.
- Joyce Johnson, 25009 Lake Wastler Drive, Cascade – Ms. Johnson stated there are a lot of small businesses trying to operate in Cascade and believes that big box stores will affect the growth and prosperity of these types of businesses. She also wants to protect the views inside and outside of Fort Ritchie.
- Shirley Burch, 9834 Crossfield Road, Hagerstown – Ms. Burch expressed her opinion that development that is occurring in small towns and Rural Villages where there are historic value is not good. Washington County is known for its history, historic buildings and historic battlefields. The County, including all Rural Villages, need to remain historic. She believes the proposed amendments will help Washington County retain its historic designation and help keep the look and feel of Rural Villages.
- Eric van Buren, 1106 Fry Avenue, Hagerstown – Mr. van Buren stated that he likes the small town charm of the Rural Villages and believes expansion of the small towns will contribute to the County's loss of historic identity.
- Dixie Myers, 12657 Old Germantown Road, Waynesboro, PA – Ms. Myers believes the County needs to save the sacred ground at Fort Ritchie. Small variety stores could include toy stores, candy stores, book stores, etc. She stated that residents are not trying to eliminate businesses, but she does not believe that a big box store is needed in the Rural Village when there is one already located 1.5 miles away.
- Robert "Bo" Myers, 12657 Old Germantown Road, Waynesboro, PA – Mr. Myers expressed his opinion that Fort Ritchie is hallowed ground. He believes there are plenty of stores in close proximity to Cascade and another one is not needed.
- John Krumpotich, 25009 Lake Wastler Drive, Cascade – Mr. Krumpotich stated that the purpose of the Rural Village zoning is to protect the historic charm of small towns. Small towns like Cascade are very unique and he has made a promise to the residents of Cascade that Fort Ritchie will not allow big box stores.
- Dena Leibman, 6628 Harbaugh Road, Sabillasville, MD – Ms. Leibman stated that she chose to locate her farm based retreat center in Sabillasville, because of its rural setting. She often sends visitors to Fort Ritchie for its unique shops and historic charm. Ms. Leibman believes more should be done to protect the historic significance of Washington County and Fort Ritchie.
- Laura Apfelbaum, 24812 Linden Avenue, Cascade – Ms. Apfelbaum submitted written comments prior to the meeting. She stated that historic Fort Ritchie is coming back to life with small businesses and new residents. The Rural Village designation highlights the historic character,

scenic vistas and small scale, locally based businesses. These attributes are what make Rural Villages attractive to residents and visitors. It is important to preserve these distinct pockets of quickly vanishing rural characteristics and beauty. The introduction of small box stores into the Rural Village presents a compatibility issue and will erode the very quality that the designation of Rural Village is intended to protect. The proposed amendment reinforces, not changes, the County's long-standing policy direction. Ms. Apfelbaum believes the proposed amendments support the stewardship of the villages which will continue to attract residents, small businesses and visitors that are seeking unspoiled, beautiful and authentically unique places in Washington County.

- Geraldine Otremba, 5824 Roland Hill Road, Cascade – Ms. Otremba submitted written comments during the meeting. She briefly discussed why she and her husband moved to Cascade and why she believes others are now moving into this rural area. Ms. Otremba expressed her gratitude for the revitalization of Fort Ritchie.
- Michele Rosenfeld Esq., 1 Resource Court, Suite 450, Rockville, MD – Ms. Rosenfeld stated that she represents Ms. Durning and others in the Appellate Court case. She noted that the definition of "small box variety stores" mimics other jurisdictions' definitions. With regard to the comparison in the Staff Report to the Lappans Road project, it is inappropriate and erroneous as a justification for why this text amendment should not be passed. There are no design standards to protect Rural Villages. The purpose clause of historic Rural Village zone is to protect the rural character and the historic characteristics of the Rural Village.
- Molly Love, 14108 Cushman Avenue, Cascade – Ms. Love stated she is a realtor and helps people buy homes in small towns like Cascade. She believes people choose these areas because of the character and integrity of a small town. If the Rural Villages throughout the County become compromised by big box stores or small variety stores, people will choose other areas to live.

Discussion and Comments: Mr. Wright asked if Ms. Rosenfeld could expand on how the definition of a "small box variety store" was formulated and what jurisdictions use this definition. Members asked Ms. Rosenfeld to provide, in writing, the sources she used in preparing this definition.

Motion and Vote: Mr. Wright made a motion to adjourn the rezoning public input meeting at 7:15 p.m. The motion was seconded by Ms. Lane-Unsworth and so ordered by the Chairman.

NEW BUSINESS

MINUTES

Motion and Vote: Ms. Shank made a motion to approve the minutes of the March 2, 2026 Planning Commission meeting as presented. The motion was seconded by Ms. Lane-Unsworth and unanimously approved.

SITE PLAN

Terminal Building Expansion [SP-25-021]

Ms. Wagner-Grillo presented a site plan for a proposed 4,800 square foot expansion east of the existing 23,910 sq. ft. terminal at the Hagerstown Regional Airport located at 18434 Showalter Road. The property is currently zoned AP (Airport) and is 25.85 acres in size. No change in parking is proposed. Water service is provided by the City of Hagerstown and sewer service is provided by Washington County. This project is exempt from Forest Conservation requirements. All agency approvals have been received.

Motion and Vote: Mr. Miller made a motion to approve the site plan as presented. The motion was seconded by Ms. Lane-Unsworth and unanimously approved.

Take 5 Oil Change [SP-25-025]

Ms. Wagner-Grillo presented a site plan for the redevelopment of a 3,154 square foot existing car wash that will be demolished and replaced with a new 1,978 square foot Take 5 Oil Change facility located at 10414 Sharpsburg Pike. The property is currently zoned HI (Highway Interchange). Parking required is 12 spaces; 12 spaces will be provided. There will be 5 employees. Hours of operation will be Monday thru Sunday, 7 am to 7 pm. Lighting will be pole and building mounted; a photometric plan was provided. Signage will be building mounted and freestanding. A privacy fence and plantings have been provided along the property line to screen the adjoining residential structure. There are existing storm water management areas where additional plantings will be provided. This project is exempt from Forest Conservation requirements. All agency approvals have been received.

Motion and Vote: Commissioner Wagner made a motion to approve the site plan as presented. The motion was seconded by Mr. Miller and unanimously approved.

Conservit Inc. North Yard [SP-25-042]

Mr. Stotemyer presented a site plan for a proposed large metal building to house a shear motor on property located at 18604 Leslie Drive. The property is currently zoned IG (Industrial General). Access to the property will be provided from Leslie Drive. Hours of operation will be Monday thru Friday, 7 am to 4 pm. No lighting or signage is proposed for the site; no water or sewer services will be provided. The applicant is seeking approval contingent upon approval of the Forest Conservation request to use the payment-in-lieu option.

Motion and Vote: Mr. Miller made a motion to approve the site plan as presented contingent upon approval of the Forest Conservation requirement. The motion was seconded by Ms. Lane-Unsworth and unanimously approved.

FOREST CONSERVATION

Conservit Inc. North Yard [SP-25-042]

Mr. Allen presented a request to use the payment-in-lieu of planting option to meet a portion of the 2.92-acre planting requirement that is a result of 9.41-acres of disturbance. This is an industrial site with limited forest available on-site. The applicant is proposing a payment-in-lieu of planting for .42 acres; 2.5 acres of forest will be retained as well as an on-site wetland area.

Motion and Vote: Mr. Miller made a motion to approve the payment-in-lieu of planting option for .42 acres. The motion was seconded by Ms. Shank and unanimously approved.

OTHER BUSINESS

21223 Twin Springs Drive

Mr. Allen presented a request to change the permitted land use in an existing Rural Business zoning district on property located at 21223 Twin Springs Drive. The applicant is requesting to change the previous use from a retail plant nursery to a landscaping contractor business with associated services. Section 5E of the Zoning Ordinance specifies the criteria needed for a change in land use. The Planning Commission is charged with determining if the proposed change in land use would constitute a significant change in the use and intensity of the property from the existing land use previously authorized at the time the RB zoning district was established.

Mr. Adam Hager of Frederick, Seibert & Associates, the consultant, and Mr. Joel Reynolds of JR Services, the property owner, were present at the meeting. Mr. Hager stated that the latest use of the property was a plant nursery with several greenhouses, mulch bins, and retail sales on site. The previous business also had three landscaping crews, dump trucks, skid loaders, etc. that were used as part of the business. Mr. Hager believes the new business would be a less intensive use of the property. There will be some mulch bins for the landscaping business; however, there will be no retail sales on site. The existing barn would be used for repair and maintenance of the landscaping equipment for the business. The majority of equipment will go from job site to job site; the equipment will not be stored on site every night. Mr. Reynolds stated that research shows the barn was constructed in the late 1700s and is being retained and restored to preserve some of the history of the Rural Village.

Motion and Vote: Mr. Miller made a motion that the proposed use is a minor change. The motion was seconded by Ms. Shank and unanimously approved.

Eldridge Frazier, Jr. [S-24-012]

Mr. Stotemyer presented a one-year extension request for the preliminary/final plat of Eldridge Frazier, Jr. for property located at 24111 Raven Rock Road. The property is currently zoned EC (Environmental Conservation). This project was accepted and routed for review on April 11, 2024, is currently under review, and will expire on April 11, 2026. The justification for the extension is due to costs associated with the construction of a bridge that is necessary to access the property.

Motion and Vote: Mr. Wright made a motion to approve the one-year extension as presented. The motion was seconded by Mr. Miller and unanimously approved.

Update of Projects Initialized

Ms. Kinzer provided a written report for land development plan review projects initialized during the month of February including four one lot subdivisions.

ADJOURNMENT

Mr. Miller made a motion to adjourn the meeting at 7:35 p.m. The motion was seconded by Ms. Lane-Unsworth and so ordered by the Chairman.

UPCOMING MEETINGS

1. May 4, 2026, 6:00 p.m. – Washington County Planning Commission regular meeting

Respectfully submitted,



Jeff Semler, Chairman

**WASHINGTON COUNTY PLANNING COMMISSION
REZONING PUBLIC INPUT AND REGULAR MEETING
May 4, 2026**

The Washington County Planning Commission held a rezoning public input meeting and its regular monthly meeting on Monday, May 4, 2026 at 6:00 p.m. at the Washington County Administrative Complex, 100 W. Washington Street, Room 2000, Hagerstown, MD.

CALL TO ORDER AND ROLL CALL

The Chairman called the rezoning public input meeting to order at 6:00 p.m.

Planning Commission members present were: Jeff Semler, Chairman, Jay Miller, Vice-Chairman, Terrie Shank, Laura Lane-Unsworth, BJ Goetz, Doug Wright, Jr. and Ex-officio County Commissioner Randy Wagner. Staff members present were: Washington County Department of Planning & Zoning: Jennifer Kinzer, Interim Director; Travis Allen, Senior Planner; Kyla Shingleton, Comprehensive Planner; Scott Stotemyer and Misty Wagner-Grillo, Planners; and Debra Eckard, Office Manager.

Chairman Semler announced that the text amendment recommendation listed under Other Business on this evening's agenda for Danielle Eyler Durning (RZ-26-001) is being postponed until a later date at the request of the applicant.

REZONING PUBLIC INPUT MEETING

Cascade Properties LLC [RZ-26-002]

Staff Presentation

Ms. Shingleton presented a proposed text amendment to the Special Economic Development zoning district, Article 19, Sections 19c.2, 19c.3, 19c.6 and 19c.7 of the Washington County Zoning Ordinance. The SED district was created and applied to lands at the former Fort Ritchie Army Base. The land was converted into a private equity for redevelopment after the Fort's closure. The proposed amendment would expand the uses and allow for more opportunities for redevelopment and revitalization of the site.

Applicant's Presentation

Ms. Jill Baker, Site Planning Administrator for Cascade Properties LLC and Ritchie Revival, was present at the meeting representing the applicant. The proposed changes would amend the principally permitted and special exception uses in the SED district, amend the residential setback requirements within the district, and seeks to include design standards within the district.

Ms. Baker stated that the SED district has an extremely focused intent that is related to the redevelopment of Fort Ritchie after its closure in 1998. There are only two properties with this zoning classification that will be affected by the proposed amendments. The proposed changes reflect the need to address the uniqueness of the properties and the related zoning district. As an army base, Fort Ritchie operated as a small town. Significant infrastructure has been installed including water, sewer, storm water and power.

The first part of the proposed amendments focuses on commercial and light industrial uses. The commercial uses are heavily focused on retail sales and service. These uses are taken from the Business Local and Business General zoning districts that are currently found in the Zoning Ordinance. The proposed light industrial uses, which rely on manufacturing, are taken from the Planned Industrial and Industrial Restricted zoning districts. The applicant believes these uses would be compatible with other businesses/services already at the Fort and in the surrounding community. Ms. Baker asked that when considering these amendments, variety stores should be removed from the list of principally permitted uses.

The second part of the proposed amendments are related to lot size and setbacks for residential uses that are permitted within the SED district. She explained that the current setbacks and lot sizes in the Zoning Ordinance mimic the Residential Suburban and Residential Transition districts, which allow for lower density residential uses. The applicant is proposing to amend the setbacks and lot sizes to mimic the Residential Urban and Residential Multi-family districts which allow for higher density residential development. She briefly reviewed the proposed minimum lot sizes and lot widths for two-family and semi-detached units, the rear yard setbacks for single-family and two-family units and the inclusion of new setbacks and lot sizes, lot widths, front yard, side yard and rear yard setbacks for townhomes. The applicant believes this would create a greater diversity in housing types and would provide more affordable housing. The proposed changes would also create a small town setting with a more sustainable

and walkable development and would allow residents to have the necessary goods and services they need.

The third part of the amendment is related to design criteria that are intended to support redevelopment that reflects a town-like setting. These amendments include adding requirements that: provide a cohesive pathway system for pedestrians; reinforces the light regulations included within the Ordinance to mitigate and reduce light pollution; and seek regulations that would allow on-street parking to help meet parking requirements. Currently, only off-street parking is permitted. Due to the historic nature of the Fort, it is difficult to find areas for off-street parking that do not conflict with the historic nature of the area and are located within a reasonable distance.

Discussion and Comments: Mr. Wright expressed his concern that some of the proposed uses would cause a noxious discharge (specifically electroplating) into the sewerage system and asked if alternative uses could be considered that would be more environmentally sensitive. Ms. Baker noted that proposed uses would be required to meet local, State and Federal regulations in terms of environmental standards. These issues would be addressed during the review process of any proposed development. Mr. Wright expressed his opinion that the diversity of residential housing types being proposed would promote higher density development and more affordable housing for the County. He shared his concern that on-street parking limits the space required for emergency equipment access; he encourages the developer to consider alleys to help with parking issues. Ms. Baker stated that the County Engineering Department has the same concerns and recommendations. Mr. Wright noted that retirement homes have been removed from the list of uses. Ms. Baker stated that nursing homes and retirement homes are outdated terms; the County has adopted the term "comprehensive care facilities". The term "skilled nursing facilities" is being proposed in these amendments.

Mr. Goetz expressed his opinion that the residential types being proposed would help meet the needs for affordable housing.

Mr. Miller asked if the Maryland Historic Trust (MHT) governs or oversees anything that is inside the Fort. Ms. Baker stated there is a MHT easement located on a portion of the Fort that includes the parade grounds, the finger buildings, and the buildings along the lake. All proposed uses must seek approval from MHT as well as approvals for grading, exterior appearance, etc.

Mr. Semler asked if there are emergency services on-site. Ms. Baker stated currently there are no emergency services on-site; however, a security service is provided. The developer is currently researching other jurisdictions to see how emergency services are provided. A helipad is currently being installed on-site for the Maryland State Police.

Public Comment

There was no public comment.

Michael Godinez/Dominion Realty LLC [RZ-26-003]

Ms. Shingleton presented a proposed map amendment for properties located at 18128 and 18132 Maugans Avenue. The applicant is proposing to rezone the properties from RM (Residential Multi-family) to HI (Highway Interchange). The combined acreage of these two parcels is .72 acres. Each parcel is currently improved with a single-family dwelling and accessory structures. These parcels are buffered from surrounding properties by vegetation. The applicant is claiming a change in the character of the neighborhood as well as a mistake in the original zoning of the property during the Rural Area Comprehensive Rezoning in 2012. In the case of mistake, the applicant contends that the County erred in rezoning the properties from HI-2 (Highway Interchange 2) to RM because the following factors were not considered: 1) the inconsistent application of the HI-1 zoning classification to properties along Maugans Avenue and 2) residential usage of the properties would continue to be viable despite the geographic separation of the properties from adjacent residential neighborhoods and commercial growth in the vicinity. In the case of substantial change in the character of the neighborhood, the applicant contends there has been an increase in average daily traffic on Maugans Avenue and substantial commercial development in close proximity of the subject parcels.

Staff believe that the reassignment of the HI-2 to RM zoning was likely due to the existing Seneca Ridge development prior to 2012 and that the subject properties were grouped with the development even though they are not directly related. The increase of traffic and neglect of the properties have played a significant role in the viability of a residential use at the site; therefore, it is difficult to characterize the decisions made by the County during the 2012 comprehensive rezoning. Staff does not believe the applicant has met the burden in proving a substantial change has occurred in the neighborhood since the 2012 rezoning. The applicant failed to define what constitutes the neighborhood except for the expected and continued commercial/industrial uses in the vicinity.

Applicant's Presentation

Mr. Godinez stated that the primary basis for this application is a mistake in the original zoning of the properties in 2012 from HI-2 to RM. He believes this designation was given due to the residential use of the properties at that time. However, the previous HI-2 zoning permitted retail and commercial uses which are consistent with the uses now being proposed for the properties due to frontage along Maugans Avenue and close proximity to the interstate. These properties are buffered by non-developable land and effectively isolated by a substantial natural and man-made buffer from the residential development of Seneca Ridge. To the east is a Forest Conservation easement owned by the Seneca Ridge HOA; to the north and west lies a permanent storm water management facility owned by Washington County, and a natural creek further separates these parcels from Seneca Ridge.

Mr. Godinez began with his contention that there has been a change in the character of the neighborhood. He expressed his opinion that the existing residential structures on these two parcels have fallen into disrepair due to long-term underutilization thereby no longer making this a viable use for the properties. He noted that traffic has significantly increased since the 2012 rezoning. According to the Staff Report, traffic has nearly doubled in this corridor since 2016. This continued increase reflects the continued growth and intensification of the Maugans Avenue corridor.

The applicant is proposing retail, office and general commercial uses on these properties. Mr. Godinez stated that his business across the street requires additional space to support operations and continued growth. He noted that other local businesses have expressed an interest in the proposed office/retail spaces. He believes that the additional spaces would provide improved services for the surrounding neighborhood, provide convenience for local residents and would have a positive impact on the local economy.

The applicant also contends there was a mistake in the rezoning of these two properties in 2012 and presented the following information to support that claim. Mr. Godinez noted that the subject parcels were rezoned in 2012 from HI-2 to RM. He believes the assumption was made that these two properties were part of Seneca Ridge located behind these two parcels. The Staff Report notes there was no detailed site specific parcel justification for this change despite the parcels' distinct separation from Seneca Ridge and their location along a major commercial corridor. Since the comprehensive rezoning, conditions have continued to evolve with increased traffic volumes, intense commercial development, and the strong influence of nearby I-81. Mr. Godinez expressed his opinion that the parcels are no longer suitable for residential use and would be more appropriate for commercial zoning.

Discussion and Comments: Mr. Miller expressed concern that the developer will be able to meet all requirements for parking, storm water management, and setbacks on these two parcels which total less than one acre. Mr. Godinez stated the properties are unique in shape and a concept plan has already been developed.

Public Comment

- Joshua Norris, 18113 Maugans Avenue, Suite 100 – Mr. Norris owns a fish and reptile business located across the street from these two properties. He is in favor of the proposed rezoning because he believes it will bring more people to the area businesses. He also would like to occupy a small office space in the proposed commercial development.
- Alisha Resendiz, 18123 Boxford Lane – Ms. Resendiz stated she recently moved to the area and expressed her opinion that the two existing residences do not match the aesthetics of the Seneca Ridge development; however, the plaza across the street does match. She believes it would be advantageous for the community and she is in favor of the rezoning.
- Preston Greene, 18132 Maugans Avenue – Mr. Greene owns one of the subject parcels and is in favor of the rezoning. The property is surrounded by businesses and a very busy road. He expressed his opinion that this is not a good location for his child.
- Joshua Dull, 18117 Maugans Avenue, Suite 201 – Mr. Dull is in favor of the rezoning and stated there is a vegetative buffer between these two properties and Seneca Ridge. He believes this would be a good addition to the area. Mr. Dull owns his business and stated it is very challenging to find smaller office space such as the ones being proposed.
- Alina Huihai, 18113 Maugans Avenue, Suite 102 – Ms. Huihai is in favor of the rezoning because it is more appropriate for commercial uses than residential. She expressed her opinion that it is not safe for children or pets along the busy street. Ms. Huihai believes this would be a benefit to the community.
- Brittany Compton, 18113 Maugans Avenue, Suite 103 – Ms. Compton is in favor of the rezoning. She believes the community and current residents/commercial businesses would greatly benefit.

The public input meeting was closed at 6:55 p.m.

NEW BUSINESS

MINUTES

Motion and Vote: Ms. Shank made a motion to approve the minutes of the April 6, 2026 Planning Commission meeting as presented. The motion was seconded by Mr. Wright and unanimously approved with Mr. Goetz abstaining from the vote.

ORDINANCE MODIFICATION

John R. Oliver Co., Inc. Lots 1 and 2 [OM-26-001]

Mr. Stotemyer presented an ordinance modification to allow for proposed Lot 2 to be developed without 25-feet of usable road frontage. The site is located at 19325 Longmeadow Road and is currently zoned RS (Residential Suburban). The modification is needed to allow both sides of the duplex to utilize the single access provided to the property under separate ownership. If approved, a joint maintenance agreement will be prepared. In addition to the modification, variances would be required from the Board of Zoning Appeals.

Discussion and Comments: Mr. Goetz asked if the maintenance agreement would be recorded. Mr. Schreiber of Frederick, Seibert & Associates, the consultant, stated it would be part of the chain of title.

Motion and Vote: Mr. Goetz made a motion to approve the ordinance modification request as presented. The motion was seconded by Mr. Miller and unanimously approved.

PRELIMINARY PLAT

Arborview Phase I [PP-25-001]

Ms. Wagner-Grillo presented a preliminary plat for the proposed development of Arborview located on the north side of Mt. Aetna Road. The total acreage of the parcel is 218.23 acres which is currently zoned RT (Residential Transition). The cluster provision was approved by the Planning Commission on May 4, 2024 and a preliminary consultation was presented to the Commission on August 6, 2024. Phase I consists of 91 single-family dwellings and 100 semi-detached homes. The average lot size will be 8,868 sq. ft. for the single-family lots and 4,186 square feet for semi-detached lots. Parking required and provided will be two spaces per unit with 137 on-street parking spaces to also be provided. Sidewalks, street lighting, tot lots, and open spaces are proposed and will be maintained by the HOA. A photometric plan for street lighting will be required with the final plat submission. A sewer pump station is proposed as well as a water tower to be located at outlet 4. The water tower will be dedicated to the City of Hagerstown. Access to the development is proposed from Mossy Nook Gateway to Mt. Aetna Road and along Pergola Crossing to Sasha Boulevard. Two future road extensions are proposed from Trellis Way and Pergola Crossing. A note has been added to the plat for Phase I which states, "The developer shall be required to widen, to a minimum 20 ft. total pavement, any segment of road outside of the County's planned vertical/horizontal curvature corrections. Prior to final plat approval for the 126th lot, the development must have approved and bonded widening plans for Mt. Aetna Road, and the anticipated final plat approval must be within two years of the Capital Improvements Plan project. Alternately, should the developer wish to record the 126th lot prior to 2028, they may obtain approved and bonded plans for correction of the vertical/horizontal curves in addition to widening. Should the developer record at least 20 lots, but not more than 125 lots within 4 years of this approval, they will be responsible to widen those same segments of road to a minimum 18 ft. total pavement width." Any other conditions for future phases of the Arborview development will be included as part of the review and approval process for those phases. Schools that will serve Phase I are Greenbriar Elementary, Boonsboro Middle, and Boonsboro High. Capacity will be assessed at the final plat stage. Forest Conservation mitigation will be met through a combination of on-site planting, retention of existing forest, and payment-in-lieu of planting. All agency approvals have been received.

Discussion and Comments: Mr. Wright asked if there is a maximum number of units that can be built before alternate access points will be required. Ms. Kinzer stated that during Phase II, alternate access points will be required as a condition of approval by the Engineering Department. Mr. Wright expressed his opinion that more traffic circles should be required in Phase I to control traffic. Mr. Poffenberger of Fox & Associates, Inc., the consultant, stated that Phase I has been engineered and approved by all reviewing agencies and traffic circles cannot be added at this time; however, more traffic circles could be worked into Phase II. He also noted that four-way stops are proposed and the streets have been designed as "local" streets. Mr. Wright stated that some of the front yards consist of more than 50% concrete for parking and he believes that alleys should be added for additional parking.

Mr. Miller asked if the water tower will help alleviate water pressure issues in this area. Mr. Poffenberger stated it would help alleviate this issue and has been the topic of discussion for several years.

Forest Conservation

Mr. Allen presented a request to remove one specimen tree in Phase I. Specimen trees are greater than 30-inches in diameter and prioritized for retention under Article 8 of the Forest Conservation Ordinance. The specimen tree is located outside of a qualified forest and is in the direct path of Sassafras Drive. Retention of this tree would be very difficult. Mitigation for Phase I will be on-site retention.

Motion and Vote: Mr. Goetz made a motion to approve the removal of the one specimen tree as presented. The motion was seconded by Ms. Lane-Unsworth and unanimously approved.

Motion and Vote: Mr. Goetz made a motion to approve the preliminary plat as presented. The motion was seconded by Ms. Lane-Unsworth and approved 6-1 with Mr. Wright in opposition.

SITE PLAN

AC&T Williamsport [SP-24-020]

Ms. Wagner-Grillo presented a site plan for the redevelopment of an existing convenience store located at 16510 Virginia Avenue. The property is 1.94-acres in size and is currently zoned HI (Highway Interchange). A portion of this property was rezoned in October 2025. The proposed convenience store will be 6,138 sq. ft. with two fuel canopies; one canopy will be a diesel fueling station and the second canopy will have five fueling stations. Proposed hours of operation will be 24 hours per day, 7 days per week. Four employees per shift are proposed. No new signage is proposed; new and existing lighting is proposed. A photometric plan was included with the site plan. Buffer yards of 25-feet and vegetative screening are proposed along the property lines adjoining residential uses; a landscape plan was included in the site plan submittal. Parking required is 31 spaces; 43 vehicular parking spaces and 6 truck parking spaces will be provided. There will be one access from Brookmeade Road and one access from Virginia Avenue as well as an existing alley. Water service will be provided by the City of Hagerstown; sewer service will be provided by Washington County. Forest Conservation requirements will be met by a payment-in-lieu of planting of \$2,352.24. Storm water mitigation is on-site through a bio-retention underground system. Approvals are pending from the Washington County Engineering Department, Soil Conservation District, Washington County Planning Department, and the State Highway Administration.

Discussion and Comments: Mr. Goetz asked if there will be a full movement access from Virginia Avenue. Mr. Trevor Frederick of Frederick, Seibert & Associates, the consultant, stated it would be a full movement access. Mr. Goetz asked if there is any concern regarding stacking back into the parking spaces on-site. Mr. Frederick stated there is a second access to the site to help alleviate the stacking issue.

Mr. Wright noted that the concrete pad for the dumpster is a lower grade concrete than the pad for the diesel dispenser. He asked if it would be beneficial to use the higher grade concrete for the dumpster pad. Mr. Frederick stated they will review the plan to ensure that the correct grade of concrete is used for both pads. Mr. Wright asked if the 20-foot alley is owned by the applicant. Mr. Frederick stated it is owned by Washington County.

Motion and Vote: Mr. Miller made a motion to approve the site plan contingent upon all agency approvals. The motion was seconded by Ms. Shank and unanimously approved.

BSE, LLC Building #1 [SP-25-049]

Ms. Wagner-Grillo presented a site plan for the redevelopment of the former Citicorp Building #1 located at 14704 Citicorp Drive. Total acreage of the site is 59.56-acres and is currently zoned HI (Highway Interchange). The developer is proposing to use Building #1 as a warehouse facility. Parking required for this use is 56 spaces. There are currently 2,146 existing parking spaces on-site. There are two designated parking areas shown on the site plan for this building. Hours of operation will be Monday thru Saturday, 6 am to 6 pm and 40 employees are proposed. No new signage or pole mounted lighting is proposed. Water service is provided by the City of Hagerstown and sewer service is provided by Washington County. Forest Conservation requirements will be met by using the payment-in-lieu of planting in the amount of \$1,306.80. All agency approvals have been received.

Motion and Vote: Mr. Goetz made a motion to approve the site plan as presented. The motion was seconded by Mr. Miller and unanimously approved.

FOREST CONSERVATION

Bowman North LLC [S-23-065]

Mr. Allen presented a request to provide forest mitigation requirements off-site for a four-lot subdivision located at 17425 Snyders Landing Road. The total planting requirement is 4.50-acres. There is no qualified forest on-site; the property is currently used for agricultural purposes. The applicant owns property ¼ mile away across the road from the subject site which is the proposed location for the off-site mitigation area. This area is currently in a Maryland Environmental Trust easement; however, the easement does not guarantee retention of the existing forested area. MET will need to approve the request to place a forest easement on the property. The off-site easement would require a 2:1 ratio of retention; therefore, nine acres of forest would be retained within the easement.

Motion and Vote: Mr. Miller made a motion to approve the off-site forest retention area contingent upon approval by MET. The motion was seconded by Ms. Shank and unanimously approved.

Fletcher's Grove Phase 3 – Dean North [FP-25-002]

Mr. Allen presented a request to provide a portion of forest mitigation requirements at an off-site location for a 53-lot subdivision located along Mapleville Road in the Town of Boonsboro. There is a 7.16-acre total planting requirement; 2.8-acres of forest mitigation will be accomplished on-site by establishing a planted easement and planting street trees within the development. The remaining 4.36-acres of mitigation will be accomplished by an off-site easement at 12275 Pleasant Valley Road near Smithsburg.

Motion and Vote: Mr. Wright made a motion to approve the forest mitigation request as presented. The motion was seconded by Mr. Miller and unanimously approved.

OLD BUSINESS

2003 Mason Dixon LLC [WS-25-004]

Mr. Allen reminded members that during the April 6th meeting, a public input meeting was held to consider an amendment to the County's Water and Sewerage Plan for property at 17939 Mason Dixon Road. The applicant is requesting a change in the priority classification for water and sewer service from W-5/S-5 to W-3/S-3 and to recognize the public water distribution and public wastewater system of Antrim Township Municipal Authority to provide these services. No public comments were received either in favor of or in opposition to this request and staff have no objections.

Motion and Vote: Mr. Miller made a motion to approve the request as presented. The motion was seconded by Ms. Shank and unanimously approved with Mr. Goetz and Commissioner Wagner abstaining from the vote.

OTHER BUSINESS

Update of Projects Initialized

Ms. Kinzer provided a written report for land development plan review projects initialized during the month of March including six site plans.

Motion and Vote: Mr. Miller made a motion to adjourn to Closed Session. The motion was seconded by Ms. Lane-Unsworth, unanimously approved and so ordered by the Chairman.

CLOSED SESSION

To discuss the appointment, re-appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Motion and Vote: Mr. Miller made a motion to adjourn Closed Session and to resume Open Session. The motion was seconded by Mr. Goetz, unanimously approved and so ordered by the Chairman.

RE-APPOINTMENT OF PLANNING COMMISSION MEMBER

Motion and Vote: Mr. Miller made a motion to recommend to the Board of County Commissioners the re-appointment of Ms. Shank to her first five-year term. Ms. Shank was appointed in The motion was seconded by Ms. Lane-Unsworth and unanimously approved with Ms. Shank and Commissioner Wagner abstaining from the vote.

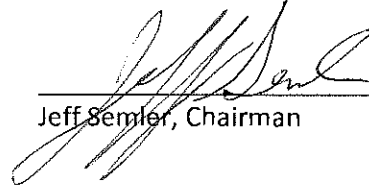
ADJOURNMENT

Mr. Goetz made a motion to adjourn the meeting at 7:45 p.m. The motion was seconded by Ms. Lane-Unsworth and so ordered by the Chairman.

UPCOMING MEETINGS

1. June 1, 2026, 6:00 p.m. – Washington County Planning Commission regular meeting

Respectfully submitted,



Jeff Semler, Chairman



Agenda Report Form

Open Session Item

SUBJECT: Public Hearing: Application for Zoning Text Amendment RZ-26-002

PRESENTATION DATE: July 21st, 2026

PRESENTATION BY: Kyla Shingleton, Comprehensive Planner, Department of Planning and Zoning

RECOMMENDED MOTION: The purpose of this public hearing is to take public comment on the rezoning application. The Commissioners have the option to reach a consensus to either approve or deny the request after the public hearing closes or deliberate on the issue at a later date.

REPORT-IN-BRIEF: Application is being made to amend the Special Economic District of the Washington County Zoning Ordinance.

DISCUSSION: The applicant, Cascade Properties LLC, is proposing a text amendment to amend parts of Article 19C of the Washington County Zoning Ordinance.

The applicant proposes adding and deleting specific types of principally permitted manufacturing and industrial uses to Section 19C.2 in order to attract uses once compatible with the property. The new uses are similar to those permitted in the light industrial districts of the county.

In addition to commercial and manufacturing uses, new retail sales and services are being proposed to foster a town-like environment on the property. These uses fit with the retail sales and services already permitted in the district.

In Section 19C.3 the proposed amendments allow for the addition and deletion of some limited special exception uses that are consistent with former uses on the property, thus making reuse of existing structures more feasible.

The amendments to Section 19C.6 are being proposed to update the residential lot size, width and setback requirements to those of a high-density district. Along with new setbacks, new design criteria has been proposed in Section 19C.7 to ensure consistency within the district while allowing for development that best fits the character of the SED. All proposed amendments are specifically listed/stricken in the application packet.

This item was presented to the Washington County Planning Commission at a Public Information Meeting held during their regular meeting on May 4, 2026. At their regular meeting on June 1,

202, members unanimously recommended in favor of the proposed map amendment. No public comments have been received in favor or opposition of this proposal.

FISCAL IMPACT: N/A

CONCURRENCES: Washington County Planning Commission

ALTERNATIVES: N/A

ATTACHMENTS: Application, staff report, Planning Commission recommendation, and approved Planning Commission minutes

AUDIO/VISUAL NEEDS: None



Washington County

M A R Y L A N D

DEPARTMENT OF PLANNING & ZONING

COMPREHENSIVE PLANNING | LAND PRESERVATION | FOREST CONSERVATION | GIS

June 12, 2026

RZ-26-002

APPLICATION FOR TEXT AMENDMENT
PLANNING COMMISSION RECOMMENDATION

RECOMMENDATION

On May 4, 2026, the Washington County Planning Commission held a public input meeting to consider a text amendment to Article 19C – Special Economic Development District, Sections 19c.2, 19c.3, 19c.6 and 19c.7 of the Washington County Zoning Ordinance to allow light manufacturing uses to be principally permitted uses and for some heavy industrial uses to be special exception uses in the SED zone.

The Planning Commission took action at its June 1, 2026 regular meeting to recommend approval of the proposed text amendment to the Board of County Commissioners. A copy of the application, proposed text, the Staff Report and Analysis, minutes of the May 4, 2026 public input meeting and June 1, 2026 regular meeting (unapproved) are attached.

Respectfully submitted,

Jennifer D. Kinzer
Interim Director, Washington County
Department of Planning & Zoning

JLB/KS/dse

Attachments



FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____
Date Filed: _____

**WASHINGTON COUNTY PLANNING COMMISSION
ZONING ORDINANCE TEXT AMENDMENT APPLICATION**

Cascade Properties, LLC

Applicant

25009 Lake Wastler Dr.

Address

Jill Baker

Primary Contact

same

Address

☒ Property Owner

☐ Attorney

☐ Other: _____

☐ Contract Purchaser

☐ Consultant

301-241-2231

Phone Number

jbaker@ritchirevival.com

E-mail Address

☐ Water and Sewerage Plan

☐ Comprehensive Plan

☐ Subdivision Ordinance

☒ Zoning Ordinance

☐ Other: _____

Section No. Article 19C

Please provide the proposed text on a separate sheet of paper as follows: strike-through should be used for deletions [~~deletions~~], unchanged wording in regular type, and new wording should be underlined [new wording].

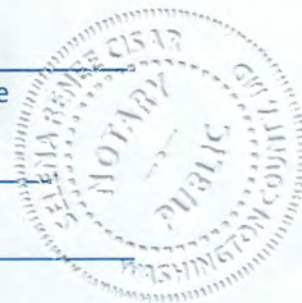
See Attached

[Signature]
Applicant's Signature

Subscribed and sworn before me this 18 day of February, 2026

My commission expires on May 17, 2029

Selena Csik
Notary Public



FOR PLANNING COMMISSION USE ONLY

- ☐ Application Form
- ☐ Fee Worksheet
- ☐ Application Fee
- ☐ Proposed Text Changes
- ☐ 2 hard copies and one digital copy of the complete application packet



WASHINGTON COUNTY DEPARTMENT OF
PLANNING & ZONING FEE WORKSHEET

FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____

Date Filed: _____

PLEASE COMPLETE ONLY THE
SECTION THAT APPLIES.

Applicant's Name: _____ Date: _____

Zoning Ordinance Map Amendment \$ 2,000.00

Number of Acres * _____ x \$20.00 [1 acre minimum]
per acre \$ _____

Engineering Review Fee \$ 150.00

Technology Fee \$ 15.00

TOTAL FEES DUE – MAP AMENDMENT \$ _____

*Minimum charge of \$20.00 [if less than one acre]

Text Amendment \$ 2,000.00

Choose One: ☐ Adequate Public Facilities Ordinance

☐ Forest Conservation Ordinance

☐ Solid Waste Plan

☐ Subdivision Ordinance

☐ Zoning Ordinance

☐ Other: _____

Technology Fee \$ 15.00

TOTAL FEES DUE – TEXT AMENDMENT \$ 2,015.00

Water and Sewer Plan Amendment \$ 2,000.00

Technology Fee \$ 15.00

TOTAL FEES DUE – WATER AND SEWER PLAN AMENDMENT \$ 2,015.00

Forest Conservation Exemption \$ 25.00

Technology Fee \$ 15.00

TOTAL FEES DUE – FOREST EXEMPTION \$ 40.00

Please make checks payable to **“Washington County Treasurer”**.



WASHINGTON COUNTY PLANNING COMMISSION
ZONING ORDINANCE TEXT AMENDMENT

REQUIRED APPLICATION MATERIALS CHECKLIST

All materials must be clearly labeled

Original plus 1 copy and one digital copy sent to

askplanning@washco-md.net of complete application package

- ☐ 1. **Application Form:** A completed and signed application form. A copy of the proposed changes to the existing language must accompany the application.
- ☐ 2. **Fee Worksheet and Application Fee:** A completed Fee Worksheet must be submitted at the time application is made. If paying by check, please make checks payable to the "Washington County Treasurer". If paying by credit card, the application must be accepted for completeness and initialized by the Department prior to accepting payment. An invoice will be e-mailed to the applicant and **must** be paid prior to the deadline specified in the e-mail. The rezoning process will not begin until payment has been received.
- ☐ 3. **Justification Statement:** A written explanation of the reasons why the amendment is being requested, setting forth in sufficient detail to properly advise County officials as to the justification for the amendment. The justification statement must include the following:
 - i. Describe how the request is consistent with the County's most recent adopted Comprehensive Plan; AND
 - ii. Provide a statement describing how the request is logical and appropriate.
- ☐ 4. Any other material facts that support the amendment.

Cascade Properties, LLC – Proposed Text Amendments

Article 19C – Special Economic Development District

Section 19C.2. Principal Permitted Uses

Single Family Residential Units.

Two Family Dwelling or Duplex.

Multi-Family Residential Units including Apartments, Townhouses & Condominiums.

Alcohol Beverage Sales.

Alcohol Production Facilities

Antique, Consignment, or Thrift Shops

Assisted Living Facility.

Automobile/Motorcycle Sales and Services

Bakery/Confectionary Shops

Banquet/Reception Facilities

Bed and Breakfast

Blacksmith/Welding shops

Boarding and Rooming Homes

Bowling Alley

Butcher shop

Cannabis Dispensary, Standard and Micro. Provided that the use is a minimum 500 feet from pre-existing or secondary schools in the State or a licensed childcare center or registered family childcare home; a pre-existing playground, recreation center, library public park or place of worship; at that the use be a minimum of ½ mile from another dispensary.

Carpentry or Woodworking shops

Car wash

Child or Adult Day Care Facilities.

Comprehensive Care Facilities

Conference Centers.

Convenience Stores

~~Data Processing Facilities.~~

Emergency Service Structures and Facilities.

Financial Institutions.

Fitness/Recreation Centers

Florist Shops

Garden Shops and Nurseries

Gift Shops

Golf Course, Country Clubs, Private Clubs and similar Recreation Uses.

Grocery Stores

Health and Beauty Shops.

Helipads

Home Improvement Stores

Hospitals.

~~Hotels, Boarding Houses, Nursing or Retirement Homes.~~

~~Indoor Firing Range.~~

Laboratories – Chemical, physical and biological

Laundry or Dry Cleaning Store.

Libraries

Manufacture and/or Assembly of Electronics, Communications,

Scientific, Photographic or Optical Products and/or Equipment.

Manufacturing and/or assembly of semi-conductors, microchips, circuits, and circuit boards.

Manufacturing and assembly of medical, scientific and/or technical instruments, devices, and equipment.

Manufacturing and assembly of machine parts, components, and equipment.

Manufacturing of small parts such as coils, condensers, transformers, and crystal holders, including Electroplating.

Manufacturing, compounding, processing, packaging or treatment of cosmetics, hair products, and/or pharmaceuticals

Manufacturing of yeasts, molds, and other natural products necessary for medical and biotechnical research and development

Medical/~~Dental~~ Clinics and/or Pharmacies.

Mixed Use Building.

Museum, Arts Center or Tourism Entertainment Facility.

Offices, Business and Professional.

Outdoor/Recreational Outfitters

Parks and Recreational Facilities, Public or Private.

Pet grooming

Pet shops

Printing or Publishing Establishments.

Public or Civic Buildings, Structures or Facilities.

Radio, Television, and Film Studios or Recording Facilities.

Religious Institutions.

Research and Development Facilities.

Restaurants & Taverns.

Resorts

Satellite terminal stations and communications satellite systems

Schools, Public or Private including College, Trade and Technical Institutions.

Short-term Residential Rentals

Skating Rink

Skilled Nursing Care Facilities

Spas

Specialty Retail Shops.

Taxidermy business

Towing Service and associated Impound Yard

Theaters.

Variety Store

Veterinary Clinic and/or Hospital.

Warehouses.

Section 19C.3. Special Exception Uses

Contractor's Equipment and Storage Yards

~~Factory for Manufacture and/or Assembly of Electronics, Communications,
Scientific, Photographic or Optical Products and/or Equipment.~~

Food and Beverage processing and package plants; provided such use shall be
located two (2) times the distance requirements specified in Section 4.9

Indoor Firing Range

Machine Shop.

Military Communication, Training or Operations Support Facilities.

Commercial Communications Towers, subject to the requirements of Section
4.22.

Any other use that the Board of Appeals finds is functionally similar to any principally permitted use or special exception listed in this Article. The Board of Appeals shall not grant any special exception that is inconsistent with the purpose set forth for this District.

Section 19C.6. Lot Area, Lot Width, and Yard Requirements

	Net Lot Area	Lot Area per unit	Lot Width	*Front Yard	Side Yard	Rear Yard
Dwelling, Single Family	10,000 sq. ft.	10,000 sq. ft.	70 ft.	25 ft.	8 ft.	40 25 ft.
Dwelling, Two Family	10,000 sq. ft.	6,250 5,000 sq. ft.	75 60 ft.	25 ft.	8 ft.	40 25 ft.
Dwelling, Semi-Detached	10,000 sq. ft.	6,250 5,000 sq. ft.	75 60 ft.	25 ft.	8 ft. (exterior sides only)	40 25 ft.
Dwelling, Townhouse	20,000 sq. ft.	** 3,500 sq. ft. per unit	16 ft.	25 ft.	10 ft. (exterior sides only)	20 ft.
Dwelling, Multi-family	20,000 sq. ft.	3,600 2,000 sq. ft.	100 ft.	5 ft.	10 ft.	20 ft.
Mixed Used	2,500 sq. ft.	2,500 sq. ft.	25 ft.	5 ft.	0 ft. *	20 ft.
Non-residential	None	None	None	None	None	None

*If attached to an adjacent building or 5 ft. if not attached to an adjacent building.

** Minimum lot size per unit is 1,600 sq. ft. The difference between lot size and net lot area per townhouse shall be allocated to open space common area.

Section 19C.7. Design Standards

M. Walkways. All development plans shall provide a cohesive pathway system for pedestrians using the site.

a. Walkways shall connect, or provide future connection for, residential uses to contiguous off-street parking areas, transit, schools and school bus waiting areas, and parks.

b. It shall be the goal of the system to provide access to all locations within the development and to off-site facilities such as transit, local businesses and services, and cultural institutions such as schools and places of worship. The system should provide convenience and safety.

N. Lighting. Adequate lighting shall be installed to enhance safety, security and the visual environment. Lighting shall be provided to any areas where night-use is expected such as sidewalks and parking areas. All building-mounted and free-standing lighting shall be designed and installed to be fully shielded.

Lighting shall be directed downward to prevent glare and light trespass onto adjacent properties.

O. On-street parking requirements

- a. On-street parking may be used to meet the standards set forth in this section to reduce the amount of off-street parking required.
- b. All on-street parking facilities shall follow the same regulations as off-street parking facilities outlined in Article 22 Division I.

Cascade Properties, LLC - Justification Statement

Amendments to Article 19C – Special Economic Development District

Cascade Properties LLC would like to respectfully submit this Zoning Text Amendment related to the Special Economic Development (SED) District Article of the Zoning Ordinance. As this area continues to grow and progress, issues unique to the existing layout and abundance of infrastructure at the former Fort have produced the need for adjustments to the zoning district. This request focuses on several aspects of the regulations including principally permitted and special exception uses, residential setbacks and design criteria.

The purpose of the SED district is to recognize the unique circumstance of the area previously developed as an army base that functioned as its own town. According to Section 19C.1 part of the purpose statement says, “... *the classification needs to be extremely flexible with regard to bulk and area development requirements since existing development patterns and reuse potential will reflect more of a town or campus character than a rural or suburban perspective.*”. These amendments seek to adhere to this purpose.

Justification for Amendments to Principally Permitted and Special Exception Uses

Progress in redeveloping and revitalizing the Fort has generated significant interest in commercial and manufacturing uses. Currently, manufacturing uses are non-existent as principally permitted uses and only two (2) employment-type uses are permitted as a special exception use. This has limited marketing in the SED district for employment related businesses.

In recent years, we have applied to the Board of Zoning Appeals for multiple special exception uses for manufacturing and employment opportunities. Only allowing these uses through the special exception process introduces added risk and time that can stall or deter businesses from locating at the Fort and by association, Washington County.

To be compatible with past land uses and the community, manufacturing and other employment activities should be associated with light industrial uses. After reviewing uses permitted in the Industrial, Restricted (IR) and Planned Industrial (PI) districts, we have included some manufacturing and employment-based uses in the principally permitted and special exception use lists.

The SED district also contains a narrow list of commercial uses. To complement efforts in the district seeking to add new residential uses, retail sales and services will be needed to support the developing community. After reviewing uses permitted in the

Business, Local (BL) and Business, General districts, we have included several new retail sales and service uses that provide logical support in a town-like environment.

Justification for Setback Amendments

It is well known that the State of Maryland is in the middle of a housing crisis, both in available stock as well as affordability. This has driven the need for additional density that can be produced through zoning regulations that allow for more flexible and affordable design.

Currently, the SED zoning district allows a wide variety of residential uses including single-family up to multi-family. In this way, the SED district is intended to act similarly to the Residential, Urban (RU), Residential, Multi-family (RM) or even the Mixed Use (MX) districts in terms of residential variety and density. However, the residential bulk requirements in the SED district are currently more aligned with the Residential, Transition (RT) and Residential, Suburban (RS) districts.

To meet the purpose of the SED district and better align bulk requirements to higher density residential districts, we are requesting the following amendments to Section 19C.6 regarding residential lot size, width and setback requirements (see also attached amendments in track changes).

- Reduce the minimum lot size for two-family and semi-detached units from 6,250 sq. ft. per unit to 5,000 sq. ft. per unit. This amendment would align with the bulk requirements in the RM district.
- Reduce the lot width of two-family and semi-detached uses from 75 ft. to 60 ft. This reduction will allow for smaller homes that can be more affordable.
- Reduce the rear yard setback for single-family, two-family and semi-detached from 40 ft. to 25 ft. These changes would match the requirements set forth in the RU and RM districts and better align with the purpose of the district.
- Include a new row for townhouse uses that sets a minimum Net Lot Area of 20,000 sq. ft., Lot Area per Unit of 3,500 sq. ft., minimum lot width of 16 ft., front yard setback of 25 ft., side yard setback of 10 ft. on exterior sides only, and 20 ft rear yard setback. The requirements for Lot Area per Unit, Lot width, and all setbacks have been copied from Section 22.61 and are not proposed to be changed.

Including this line will streamline the bulk requirements by taking away the need to refer to Article 22 Division VI of the ordinance that regulates townhouse developments.

- o To properly integrate the minimum lot areas and lot areas per unit, we propose to add a column for “Net Lot Area”. This has no impact on single-family, two-family or semi-detached lot sizes. Unlike single-family and two-family homes, townhouses and multi-family uses are viewed as communal developments that require shared open space areas that are typically governed by Home Owners Associations or covenants. We’ve included examples below of Net Lot Area calculations for townhouse developments.
- o Within the chart we propose reducing the Net Lot Area required in Section 22.61 from 5-acres to 20,000 sq. ft. While the 5-acre requirement may be appropriate in some residential districts in the county, it is overburdensome and conflicts with the purpose of the SED district. It severely limits the ability to design new development that can be sustainable, walkable, and affordable. The reduction is being requested to address the need for potential infill development and the desire to create a more town-like development.

This change also supports the State and county goal of directing development into Priority Funding Areas (PFAs). According to State law, to qualify for PFA status the designated area must have a minimum average residential density of 3.5 dwelling units per acre. Requiring larger Net Lot Areas for townhouse development creates a negative and counterintuitive issue in creating desperately needed housing.

Example 1: Net Lot Area required is greater than 20,000 sq. ft. with open space multiplier

We show 8 townhouse units. The Net Lot Area shall be calculated by multiplying the number of units (8) by the lot area per unit (3,500)

Using the calculation, the Net Lot Area for this townhouse development will be 28,000 sq. ft.

Net Lot Area (28,000 sq.ft.)

Open Space

Minimum
Lot Size
per Unit
(1,600 sq.
ft.)

Example 2: Net Lot Area required would be less than 20,000 sq. ft. with open space multiplier

We show 4 townhouse units. The Net Lot Area shall be calculated by multiplying the number of units (4) by the lot area per unit (3,500)

Using the calculation, the Net Lot Area would be 14,000 sq. ft. However, the absolute minimum Net Lot Area must be 20,000 sq. ft.

Net Lot Area (20,000 sq. ft.)

Open Space

Minimum
Lot Size
per Unit
(1,600 sq.
ft.)

- Include a minimum of 20,000 sq. ft. of Net Lot Area for Multi-family dwellings in the newly formed column. This metric already exists in Section 22.72 and we are not proposing to change it.
- Decrease the Lot Area per Unit for Multi-family dwellings from 3,600 to 2,000 sq. ft. This amendment will fix the conflicting regulations of Article 22 Division 7 and those in RM district. The proposed figure matches the requirements of the RM district.

Justification for Design Standard Amendments

Increasing density is important to address our housing needs but that should not come at the cost of our physical and living environments. Design requirements help guide orderly development that is necessary in urban areas to assess ancillary needs to support development such as roads, sidewalks, and parking as well as human needs to have a good quality of life. Design regulations give consistency and predictability to developers and property owners alike to know up front the livability of their community.

The properties in the SED district effectively operate similarly to a municipal entity. As such, design criteria should be included to guide development in the SED district like what would be required in a municipal environment. We are seeking to supplement this section to better meet the purpose of the district and create a more sustainable and walkable urbanized center. These criteria were developed using similar design regulations in the MX district.

We request the following amendments to Section 19C.6:

- Add walkway requirements. Requiring sidewalks and other pathways in new developments is justified to enhance public safety by separating pedestrians from traffic, boosting property values, and encouraging walkability. To meet these desired effects, we propose that standards should be put in place to require sidewalks and pathways that provide a cohesive system for pedestrians.
- Add lighting requirements that reinforce Article 22 Division X. Lighting standards are necessary to ensure public safety, protect environmental quality and enhance the function and usability of public and private spaces. Amendments presented require all areas where night-time use is expected to be properly illuminated. The amendments also require lighting to be downward directed and shielded to reduce environmental impacts and lighting “hot spots”.
- Allow on-street parking. Currently, the Zoning Ordinance only allows and provides regulations for off-street parking. This is typical for county government regulations due to their rural and suburban characteristics as opposed to the more urban characteristics found in a municipal setting. The uniqueness of the SED district should reflect more urbanized standards that aren’t typical of historic county development. Therefore, we propose to allow on-street parking to count toward the required number of parking spaces per use. All other dimensional requirements would still follow the existing requirements for off-street parking.

There are a national recognition and movement to reduce parking requirements due to their environmental impacts and taking away developable land for seas of pavement that aren’t being used. Excessive parking requirements cost developers money and cost local governments space that could otherwise be used for public, retail, or residential use. These outdated measures often have a negative impact on the kind of local planning and zoning needed to create and maintain vibrant communities.

Members of the American Planning Association have studied this issue and put together a graphic of various parking designs for varying road widths. The graphic

can be viewed at <https://plannersweb.com/2013/09/wide-neighborhood-street-part-1/>. They noted that there was wide variation in regulations across the country, and that this graphic represents an average of regulations reviewed.

Furthermore, studies by the National Parking Association have found that addressing antiquated minimum parking requirements will allow for more clarity in market pricing, resulting in more affordable real estate. Allowing the market to set the right number of stalls will reduce excess supply in some areas and drive more affordable real estate projects.

Conclusion

First, we acknowledge that our properties are not the only ones affected by these proposed amendments. While these changes will also apply to the properties owned by Cascade Town Centre LLC, these amendments will provide the same flexibility and opportunity to redevelop the portion of the Fort given to them while maintaining consistency and comparability between the entities, leading to more cohesive development.

These amendments were written to further promote and support the purpose of this district which is to “...reflect more of a town or campus character than a rural or suburban perspective.” Furthermore, these amendments are consistent with the goals, objectives and recommendations of the Comprehensive Plan including:

- Goal 1: Provide a diverse range of housing for citizens that promotes sustainable, livable, and affordable housing opportunities.
 - o Enact high-density multi-family zoning.
 - o Reduce or eliminate off-street parking requirements.
 - o Create greater opportunities for mixed use in targeted areas.
 - o Promote compact land use patterns through infill and redevelopment.
- Goal 2: Promote a balanced and diversified economy:
 - o Review, and where appropriate, amend permitted land uses in non-residential zoning districts along with the locations of said districts to better match infrastructure needs of particular businesses to ensure appropriate location and use of limited infrastructure resources.
- Goal 3: Provide a safe, efficient, and interconnected multi-modal transportation system.
 - o Incorporate walking or bicycling trails into the development of all new County parks to promote lifelong fitness. Trail development in existing parks with unused recreational space should also be considered.

- o Review parking requirements to determine whether they encourage transportation by non-motorized means and do not unnecessarily decrease available land for property improvements. Eliminating or reducing minimum parking requirements in select areas such as in Town or city centers is a potential option.
- Goal 8: Encourage infill development and revitalization of existing communities using context sensitive development strategies to maintain and enhance community character.
 - o Create high quality communities through improved urban design and development standards
 - o Encourage infill and compact, mixed-use development within planned growth areas that creates inherently “walkable and bikeable” communities through policy and regulation.

As economic opportunities continue to grow in the SED district, it is important that the Zoning Ordinance reflects the necessary regulation to allow flexibility in development opportunities but also recognizes the balance of mitigating impacts to our physical and living environments.



DEPARTMENT OF PLANNING & ZONING

PLANNING | ZONING | LAND PRESERVATION | FOREST CONSERVATION | GIS

RZ-26-002

May, 2026

WASHINGTON COUNTY ZONING ORDINANCE STAFF REPORT AND ANALYSIS

Proposal: Cascade Properties LLC has requested a rezoning text amendment to amend the Special Economic District Article of the Washington County Zoning Ordinance.

Staff Report: The Special Economic District (SED) was created and applied to the land of the former Fort Richie Army Base. The land was converted into a private entity for redevelopment in 1998 after the Fort's closure. Historically, the land associated with the Fort functioned similar to a small town containing residential, commercial, and industrial uses. The district currently permits a wide variety of uses to mimic those that previously occurred on the Fort. The SED was created to allow the unique area to be revitalized back to the small town feel as it did in the past.

The current owners of the property have begun to redevelop the land, by attracting multiple residential, commercial and manufacturing users to the site, using the existing structures to recreate the town feel previously established by the military base.

The proposed amendments aim to expand the uses and allow for more opportunities for redevelopment and revitalization of the site.

Analysis: One current owner, Cascade Properties LLC, is proposing to amend Article 19C of the Zoning Ordinance to include permitted and special exception uses as well as residential setbacks and design criteria.

Currently, the SED does not principally permit any light industrial or manufacturing uses. Special exceptions are needed for these types of uses. Cascade Properties proposes adding and deleting specific types of principally permitted manufacturing and industrial uses to Section 19C.2 in order to attract uses once compatible with the property. The new uses are similar to those permitted in the light industrial districts of the county.

In addition to commercial and manufacturing uses, new retail sales and services are being proposed to foster a town-like environment on the property. These uses fit with the retail sales and services already permitted in the district.

In Section 19C.3 the proposed amendments allow for the addition and deletion of some limited special exception uses that are consistent with former uses on the property, thus making reuse of existing structures more feasible.

Section 19C.6 discusses residential lot size, width and setback requirements. The SED has a large variety of residential types; however, the current setbacks are similar to Residential, Suburban. Amendments to this section are being proposed to update the requirements to those of a high-density district. Along with new setbacks, new design criteria has been proposed in Section 19C.7 to ensure consistency within the district while allowing for development that best fits the character of the SED. All proposed amendments are specifically listed/stricken in the application packet.

Staff Recommendation: Staff recommends approval of these amendments as presented.

Respectfully submitted,



Kyla M. Shingleton

Comprehensive Planner

Cascade Properties, LLC – Proposed Text Amendments

Applicant Changes in RED

PC Recommendations in BLUE

Article 19C – Special Economic Development District

Section 19C.2. Principal Permitted Uses

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Two Family Dwelling or Duplex.

Multi-Family Residential Units including Apartments, Townhouses &
Condominiums.

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Assisted Living Facility.

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Bakery/Confectionary Shops

Banquet/Reception Facilities

Bed and Breakfast

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Cannabis Dispensary, Standard and Micro. Provided that the use is a minimum 500 feet from pre-existing or secondary schools in the State or a licensed childcare center or registered family childcare home; a pre-existing playground, recreation center, library public park or place of worship; at that the use be a minimum of ½ mile from another dispensary.

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Grocery Stores
Health and Beauty Shops.
Helipads
Home Improvement Stores
Hospitals.
Hotels
.
Laboratories – Chemical, physical and biological
Laundry or Dry Cleaning Store.
Libraries
Manufacture and/or Assembly of Electronics, Communications,
Scientific, Photographic or Optical Products and/or Equipment.
Manufacturing and/or assembly of semi-conductors, microchips, circuits, and
circuit boards.
Manufacturing and assembly of medical, scientific and/or technical instruments,
devices, and equipment.
Manufacturing and assembly of machine parts, components, and equipment.
Manufacturing of small parts such as coils, condensers, transformers, and crystal
holders, including Electroplating.
Manufacturing, compounding, processing, packaging or treatment of cosmetics,
hair products, and/or pharmaceuticals
Manufacturing of yeasts, molds, and other natural products necessary for medical
and biotechnical research and development
Medical/Dental Clinics and/or Pharmacies.
Mixed Use Building.
Museum, Arts Center or Tourism Entertainment Facility.
Offices, Business and Professional.
Outdoor/Recreational Outfitters
Parks and Recreational Facilities, Public or Private.
Pet grooming
Pet shops

Printing or Publishing Establishments.
Public or Civic Buildings, Structures or Facilities.
Radio, Television, and Film Studios or Recording Facilities.
Religious Institutions.
Research and Development Facilities.
Restaurants & Taverns.
Resorts
Satellite terminal stations and communications satellite systems
Schools, Public or Private including College, Trade and Technical Institutions.
Short-term Residential Rentals
Skating Rink
Skilled Nursing Care Facilities
Spas
Specialty Retail Shops.
Taxidermy business
Towing Service and associated Impound Yard
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Variety Store
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Warehouses.

Section 19C.3. Special Exception Uses

Contractor's Equipment and Storage Yards

Food and Beverage processing and package plants; provided such use shall be located two (2) times the distance requirements specified in Section 4.9

Indoor Firing Range

Machine Shop.

Military Communication, Training or Operations Support Facilities.

Commercial Communications Towers, subject to the requirements of Section 4.22.

Any other use that the Board of Appeals finds is functionally similar to any principally permitted use or special exception listed in this Article. The Board of Appeals shall not grant any special exception that is inconsistent with the purpose set forth for this District.

Section 19C.6. Lot Area, Lot Width, and Yard Requirements

	Net Lot Area	Lot Area per unit	Lot Width	*Front Yard	Side Yard	Rear Yard
Dwelling, Single Family	10,000 sq. ft.	10,000 sq. ft.	70 ft.	25 ft.	8 ft.	40-25 ft.
Dwelling, Two Family	10,000 sq. ft.	6,250 5,000 sq. ft.	75-60 ft.	25 ft.	8 ft.	40-25 ft.
Dwelling, Semi-Detached	10,000 sq. ft.	6,250 5,000 sq. ft.	75-60 ft.	25 ft.	8 ft. (exterior sides only)	40-25 ft.
Dwelling, Townhouse	20,000 sq. ft.	** 3,500 sq. ft. per unit	16 ft.	25 ft.	10 ft. (exterior sides only)	20 ft.
Dwelling, Multi-family	20,000 sq. ft.	3,600 2,000 sq. ft.	100 ft.	5 ft.	10 ft.	20 ft.
Mixed Used	2,500 sq. ft.	2,500 sq. ft.	25 ft.	5 ft.	0 ft. *	20 ft.
Non-residential	None	None	None	None	None	None

*If attached to an adjacent building or 5 ft. if not attached to an adjacent building.

** Minimum lot size per unit is 1,600 sq. ft. The difference between lot size and net lot area per townhouse shall be allocated to open space common area.

Section 19C.7. Design Standards

- M. Walkways. All development plans shall provide a cohesive pathway system for pedestrians using the site.
- Walkways shall connect, or provide future connection for, residential uses to contiguous off-street parking areas, transit, schools and school bus waiting areas, and parks.
 - It shall be the goal of the system to provide access to all locations within the development and to off-site facilities such as transit, local businesses and services, and cultural institutions such as schools and places of worship. The system should provide convenience and safety.

- N. Lighting. Adequate lighting shall be installed to enhance safety, security and the visual environment. Lighting shall be provided to any areas where night-use is expected such as sidewalks and parking areas. All building-mounted and free-standing lighting shall be designed and installed to be fully shielded. Lighting shall be directed downward to prevent glare and light trespass onto adjacent properties.
- O. On-street parking requirements
- a. On-street parking may be used to meet the standards set forth in this section to reduce the amount of off-street parking required.
 - b. All on-street parking facilities shall follow the same regulations as off-street parking facilities outlined in Article 22 Division I.



Agenda Report Form

Open Session Item

SUBJECT: Public Hearing: Application for Zoning Map Amendment RZ-26-003

PRESENTATION DATE: July 21st, 2026

PRESENTATION BY: Kyla Shingleton, Comprehensive Planner, Department of Planning and Zoning

RECOMMENDED MOTION: The purpose of this public hearing is to take public comment on the rezoning application. The Commissioners have the option to reach a consensus to either approve or deny the request after the public hearing closes or deliberate on the issue at a later date.

REPORT-IN-BRIEF: Application is being made to rezone two properties to Highway Interchange from Residential Multifamily.

DISCUSSION: The applicant, Michael Godinez, is seeking a map amendment for the properties at 18132 and 18128 Maugans Ave. The applicant wishes to change the current zoning from Residential, Multifamily to Highway Interchange. The applicant has applied under both “change in neighborhood” and “mistake in current zoning”.

When rezonings are not part of a comprehensive rezoning by the governing body, individual map amendments are under an obligation to meet the test of the “Change or Mistake” Rule. The “Change or Mistake” Rule requires proof by the applicant that there has been either: a substantial change in the character in of the neighborhood since the last comprehensive zoning plan (2012), or a mistake in designating the existing zoning classification.

As part of the evaluation to determine whether the applicant has proven whether there has been either a change or mistake in the zoning of a parcel, the Maryland Annotated Code Land Use Article and the Washington County Zoning Ordinance state that the local legislative body is required to make findings of fact on at least six different criteria in order to ensure that a consistent evaluation of each case is provided. Those criteria include:

1) population change; 2) the availability of public facilities; 3) present and future transportation patterns; 4) compatibility with existing and proposed development for the area; 5) the recommendation of the planning commission; and 6) the relationship of the proposed amendment to the local jurisdiction’s Comprehensive Plan.

This item was presented to the Washington County Planning Commission at a Public Information Meeting held during their regular meeting on May 4, 2026. At their regular meeting on June 1, 2026, members unanimously recommended in favor of the proposed map amendment under the reasoning of “Change”. Several public comments have been received in favor of this proposal. No public comments have been received in opposition of this proposal.

FISCAL IMPACT: N/A

CONCURRENCES: Washington County Planning Commission

ALTERNATIVES: N/A

ATTACHMENTS: Application, staff report, Planning Commission recommendation, approved Planning Commission minutes and written public comments

AUDIO/VISUAL NEEDS: None



Washington County

M A R Y L A N D

DEPARTMENT OF PLANNING & ZONING

PLANNING | ZONING | LAND PRESERVATION | FOREST CONSERVATION | GIS

June 12, 2026

RZ-26-003

APPLICATION FOR MAP AMENDMENT PLANNING COMMISSION RECOMMENDATION

Property Owner(s)	:	Tracy Greene, FB Real Estate, LLC
Applicant(s)	:	Michael Godinez
Location	:	18128 and 18132 Maugans Avenue
Election District :		#13 - Maugansville
Comprehensive Plan		
Designation	:	High Density Residential
Zoning Map	:	243
Parcel(s)	:	1373 and 1374
Acreage	:	0.72 acres (P. 1373: 0.37 ac.; P. 1374: 0.35 ac.)
Existing Zoning	:	RM – Residential Multifamily
Requested Zoning	:	HI – Highway Interchange
Date of Meeting :		May 4, 2026

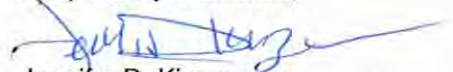
RECOMMENDATION

The Washington County Planning Commission held a rezoning public input meeting on May 4, 2026 for the purpose of considering a map amendment for 0.72 acres of land located at 18128 and 18132 Maugans Avenue. The applicant is requesting a change from the existing Residential Multifamily to Highway Interchange zoning district.

The Planning Commission considered the application and supporting documents, oral testimony from the applicants and their attorney, public comment, and the Staff Report and Analysis. The Planning Commission then took action at its June 1, 2026 meeting to recommend, to the Board of County Commissioners, approval of the map amendment (RZ-26-003).

Copies of the application packet, Staff Report and Analysis, and minutes of the May 4, 2026 public rezoning input meeting and the June 1, 2026 regular meeting (unapproved) are attached.

Respectfully submitted,


Jennifer D. Kinzer
Interim Director, Washington County
Dept. of Planning & Zoning

JDK/KS/dse

Attachments



Washington County

MARYLAND

FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____

Date Filed: _____

WASHINGTON COUNTY PLANNING COMMISSION ZONING ORDINANCE MAP AMENDMENT APPLICATION

Michael Godinez / Dominion Realty LLC

Applicant

18113 Maugans Ave Suite 101 Hagerstown, MD 21740

Address

Michael Godinez

Primary Contact

18113 Maugans Ave Suite 101 Hagerstown, MD 21740

Address

☐ Property Owner

☐ Attorney

☐ Other: _____

☒ Contract Purchaser

☐ Consultant

240-457-0288

Phone Number

michael@gardendominion.com

E-mail Address

Property Location: 18128 Maugans Ave Hagerstown, MD 21740

Tax Map: 0243 Grid: 0000 Parcel No.: 1374 Acreage: 0.35367

(According to
Survey
For \$
Assessor)

Tax Account ID: District - 13 Account Identifier - 008426

Current Zoning: RM Requested Zoning: HI

Reason for the Request:

☒ Change in the character of the neighborhood

☒ Mistake in original zoning

☐ Floating or overlay zoning district

Michael Godinez

Applicant's Signature

Subscribed and sworn before me this 19 day of February, 2026

My commission expires on 10-15-28

David R. McCaskey

Notary Public



FOR PLANNING COMMISSION USE ONLY

☐ Application Form

☐ Fee Worksheet

☐ Application Fee

☐ Ownership Verification or
Owner's Affidavit

☐ Boundary Plat (Including Metes &
Bounds)

☐ Vicinity Map

☐ Justification Statement

☐ 2 hard copies and 1 digital copy of
complete Application Package



Washington County

M A R Y L A N D

FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____

Date Filed: _____

WASHINGTON COUNTY PLANNING COMMISSION ZONING
ORDINANCE MAP AMENDMENT APPLICATION

Michael Godinez / Dominion Realty LLC

Applicant

18113 Maugans Ave Suite 101 Hagerstown, MD 21740

Address

Michael Godinez

Primary Contact

18113 Maugans Ave Suite 101 Hagerstown, MD 21740

Address

☐ Property Owner

☐ Attorney

☐ Other: _____

☒ Contract Purchaser

☐ Consultant

240-457-0288

Phone Number

michael@gardendominion.com

E-mail Address

Property Location: 18132 Maugans Ave Hagerstown, MD 21740

Tax Map: 0243 Grid: 0000 Parcel No.: 1373 Acreage: 0.37406

(According to Survey By Fog & Associates)

Tax Account ID: District - 13 Account Identifier - 003890

Current Zoning: RM Requested Zoning: HI

Reason for the Request:

☒ Change in the character of the neighborhood

☒ Mistake in original zoning

☐ Floating or overlay zoning district

[Signature]

Applicant's Signature

Subscribed and sworn before me this 19 day of February, 2026

My commission expires on 10-15-28

[Signature]

Notary Public



FOR PLANNING COMMISSION USE ONLY

☐ Application Form

☐ Fee Worksheet

☐ Application Fee

☐ Ownership Verification or
Owner's Affidavit

☐ Boundary Plat (Including Metes &
Bounds)

☐ Vicinity Map

☐ Justification Statement

☐ 2 hard copies and 1 digital copy of
complete Application Package



Washington County

MARYLAND

WASHINGTON COUNTY DEPARTMENT OF PLANNING & ZONING FEE WORKSHEET

FOR PLANNING COMMISSION USE ONLY

Rezoning No. _____

Date Filed: _____

PLEASE COMPLETE ONLY THE
SECTION THAT APPLIES.

Applicant's Name: Michael Godinez / Dominion Realty LLC Date: 2/19/26

Zoning Ordinance Map Amendment \$ 2,000.00

Number of Acres * 1 (min) x \$20.00 [1 acre minimum]
per acre \$ 20.00

Engineering Review Fee \$ 150.00

Technology Fee \$ 15.00

TOTAL FEES DUE – MAP AMENDMENT \$ 2,185.00

*Minimum charge of \$20.00 [if less than one acre]

Text Amendment \$ 2,000.00

Choose One: ☐ Adequate Public Facilities Ordinance
☐ Forest Conservation Ordinance
☐ Solid Waste Plan
☐ Subdivision Ordinance
☐ Zoning Ordinance
☐ Other: _____

Technology Fee \$ 15.00

TOTAL FEES DUE – TEXT AMENDMENT \$ 2,015.00

Water and Sewer Plan Amendment \$ 2,000.00

Technology Fee \$ 15.00

TOTAL FEES DUE – WATER AND SEWER PLAN AMENDMENT \$ 2,015.00

Forest Conservation Exemption \$ 25.00

Technology Fee \$ 15.00

TOTAL FEES DUE – FOREST EXEMPTION \$ 40.00

Please make checks payable to "Washington County Treasurer".



Washington County

M A R Y L A N D

WASHINGTON COUNTY PLANNING COMMISSION ZONING ORDINANCE MAP AMENDMENT

REQUIRED APPLICATION MATERIALS CHECKLIST

All materials **must** be clearly labeled

Original plus 1 copy and one digital copy (sent to
askplanning@washco-md.net) of complete application package

- ✓ ☒ 1. **Application Form:** A completed and signed application form. The application must be notarized if submitted by anyone other than the property owner(s).
- ✓ ☒ 2. **Fee Worksheet and Application Fee:** A completed Fee Worksheet must be submitted at the time application is made. If paying by check, please make checks payable to the "Washington County Treasurer". If paying by credit card, the application must be accepted for completeness and initialized by the Department prior to accepting payment. An invoice will be e-mailed to the applicant and **must** be paid prior to the deadline specified in the e-mail. The rezoning process will not begin until payment has been received.
- ✓ ☒ 3. **Ownership Verification:** Proof of ownership interest in the subject property, including a copy of the current deed to the property; **OR**, an Owner's Affidavit.
- ✓ ☒ 4. **Boundary Plat:** A boundary description, including metes and bounds, prepared and sealed by a land surveyor registered in the State of Maryland.
- ✓ ☒ 5. **Vicinity Map:** An 8 1/2 " x 11" page size map showing the zoning of all property within 1,000 feet of the site.
- ✓ ☐ 6. **Justification Statement:** Rezoning applications for Euclidean zones must provide evidence to support the applicant's claim that a change in the character of the neighborhood or a mistake in the current zoning has occurred. Applications **must** address all items specified and described in Section 27.3 of the County's Zoning Ordinance, including, but not limited to the following information:
 - ✓ a. Population change in the area of the proposed change.
 - ✓ b. Availability of public facilities in the area.
 - ✓ c. Present and future transportation patterns in the area.
 - ✓ d. Compatibility with existing and proposed development of the area including indication of neighboring sites identified by the Washington County Historic Sites Survey and subsequent revisions or updates.
 - ✓ e. The relationship of the proposed change to the Adopted Plan for the County. Development Analysis Plan Map and Policies.
 - ✓ f. Whether there was a substantial change in the character of the neighborhood where the property is located.
 - ✓ g. Whether there was a mistake in the existing zoning classification.
 - ✓ h. Whether there has been a convincing demonstration that the proposed rezoning would be appropriate and logical for the subject property.
 - ✓ i. Justification for change in the character of the neighborhood shall include:
 - i. A description of the neighborhood and events that have occurred since the last comprehensive zoning of the property; **AND**
 - ii. Describe how the request is consistent with the County's most recent adopted Comprehensive Plan; **AND**
 - iii. Provide a statement describing how the requested zoning is logical and appropriate.

√ j. Justification for mistake in the current zoning shall include:

- i. Describe events that have occurred since the last comprehensive zoning of the property that supports the applicant's claim that the County erred in the application of the current zoning; **AND**
- ii. Describe how the request is consistent with the County's most recent adopted Comprehensive Plan; **AND**
- iii. Provide a statement describing how the requested zoning is logical and appropriate.

☒ 7.
N/A

Floating Zone and Overlay Zone Map Amendments:

- a. Applications for floating or zones shall include information required by the respective Articles of the Zoning Ordinance. These include Articles 5E, 15, 16, 17, 18 and 20.
- b. Applications for floating or overlay zones shall include select information required by Article 27.3, including:
 - i. Availability of public facilities in the area.
 - ii. Present and future transportation patterns in the area.
 - iii. Compatibility with existing and proposed development of the area including indication of neighboring sites identified by the Washington County Historic Sites Survey and subsequent revisions or updates.
 - iv. The relationship of the proposed change to the County's most recent adopted Comprehensive Plan.
 - v. Provide a statement describing how the requested zoning is logical and appropriate for the area.

SPECIAL NOTE: When requesting one of the following zoning districts, a Concept Plan (developed in accordance with the requested district Articles noted above) must be submitted with the zoning map amendment application.

- Rural Business (RB)
- Mixed Use Residential (MXR)
- Mixed Use Commercial (MXC)
- Mixed Use Employment (MXE)
- Industrial Mineral (IM)
- Planned Industrial (PI) *
- Planned Business (PB) *

*Concept plans developed for proposed new PI or PB districts **must** receive Planning Commission approval prior to inclusion in an amendment application.



Washington County

M A R Y L A N D

Department of Planning and Zoning
OWNER REPRESENTATIVE AFFIDAVIT

This is to certify that Michael Godinez / Dominion Realty LLC
is authorized to file a rezoning application with the Department of Planning and Zoning for
Re-Zoning from "RM" to "HI" Zoning on property
located 18132 Mangans Ave Hagerstown MD 21740.
The said work is authorized by Tracy Lynn Greene
the property owner in fee.

PROPERTY OWNER

Tracy Lynn Greene
Name
15596 Camden Drive
Address
Greencastle, PA, 17225
City, State, Zip Code
T. Greene
Owner's Signature

Sworn and subscribed before me this 18 day of February, 2026.

[Signature]
Notary Public

My Commission Expires:



AUTHORIZED REPRESENTATIVE

Michael Godinez / Dominion Realty LLC
Name
18113 Mangans Ave Suite 101
Address
Hagerstown, MD 21740
City, State, Zip Code
[Signature]
Authorized Representative's Signature

Sworn and subscribed before me this 18th day of February, 2026.

Commonwealth of Pennsylvania - Notary Seal
TINAMARIE SCOTT-HUDSON - Notary Public
Franklin County
My Commission Expires February 24, 2028
Commission Number 1230141

Tinamarie Scott-Hudson
Notary Public

My Commission Expires:

Feb. 24, 2028

747 Northern Avenue | Hagerstown, MD 21742 | P: 240.313.2430 | F: 240.313.2461 | Hearing Impaired: 7-1-1



Washington County

M A R Y L A N D

Department of Planning and Zoning

OWNER REPRESENTATIVE AFFIDAVIT

This is to certify that Michael Godinez / Dominion Realty LLC
is authorized to file a rezoning application with the Department of Planning and Zoning for
Re-zoning from "BM" to "HI" zoning on property
located 14120 Mangos Ave Hagerstown, MD 21740
The said work is authorized by FB Real Estate LLC / Fatima Bhutta
the property owner in fee.

PROPERTY OWNER

Fatima Bhutta
Name
11420 woodnew Drive
Address
Hagerstown, Md, 21742
City, State, Zip Code
Fatima Bhutta
Owner's Signature

Sworn and subscribed before me this 19th day of FEBRUARY, 2026.

[Signature]
Notary Public

My Commission Expires:

5/25/2028

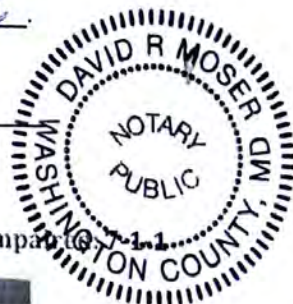
AUTHORIZED REPRESENTATIVE

Michael Godinez / Dominion Realty LLC
Name
18113 Mangos Ave Suite 101
Address
Hagerstown, MD 21740
City, State, Zip Code
[Signature]
Authorized Representative's Signature

Sworn and subscribed before me this 19 day of February, 2026.

[Signature]
Notary Public

My Commission Expires: 10-15-28



747 Northern Avenue | Hagerstown, MD 21742 | P: 240.313.2430 | F: 240.313.2461 | Hearing Impaired TDD 1-800-711-1111

2. TRUE STATE

1. ☐ FHA	2. ☐ HUD	3. ☐ Conventional	4. File No. 2026-844	7. Loan No. 183724	8. Mortgage Insurance Case No.
4. ☐ VA	5. ☐ Conventional				

C. Note: This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "p.o.c." were paid outside the closing; they are shown here for informational purposes and are not included in the totals.

D. Name & Address of Borrower: FB Real Estate, LLC 11420 Woodview Drive Hagerstown, MD 21742	E. Name & Address of Seller: John Lynch 11947 Azalea Drive Hagerstown, MD 21740	F. Name & Address of Lender: Commercial Lender LLC PO BOX 3803 VERNON, CT 06066
G. Property Location: 18128 Mangrove Avenue Hagerstown, MD 21740	H. Settlement Agent: Premier Settlements & Title Services, LLC Place of Settlement: 223 North Prospect Street Suite 208 Hagerstown, MD 21740	I. Settlement Date: 02/06/2026 Pending Date: 02/06/2026 Disbursement Date: 02/06/2026

J. Summary of Borrower's Transactions

K. Summary of Seller's Transactions

Settlement statement
showing that
"FB Real Estate, LLC"
a.k.a. "Fatima Bhutta"
owns the property &
not "John Lynch".
Fatima Bhutta signed
owner's affidavit.

ment statement

ng that

Real Estate, LLC"

"Fatima Bhutta"

the property \$

John Lynch".

Bhutta signed
owner's affidavit.

210. City/Town Taxes	
211. County Taxes	
212. Assessments	
213. Sewer 11/26/2025 to 02/06/2026	\$151.33
214.	
215.	
216.	
217.	
218.	
219.	
220. Total Paid by/for Borrower	\$224,151.33
221. Cash at Settlement from/to Borrower	
222. Gross amount due from borrower (line 120)	\$240,519.36
223. Less amounts paid by/for borrower (line 220)	\$224,151.33
224. Cash ☒ From ☐ To Borrower	\$16,368.03

400. Gross Amount Due to Seller

401. Contract sales price	\$220,000.00
402. Personal property	
403.	
404.	
405.	
Adjustment for items paid by seller in advance	
406. City/Town Taxes	
407. County Taxes 02/06/2026 to 06/30/2026	\$772.23
408. Assessments	
409.	
410.	
411.	
412.	
413. Gross Amount Due to Seller	\$220,772.23
500. Reductions in Amount Due to Seller	
501. Excess deposit (see instructions)	
502. Settlement charges to seller (line 1-400)	\$2,161.00
503. Existing loan(s) taken subject to	
504. Payoff of First Mortgage Loan	
505. Payoff of Second Mortgage Loan	
506. Water 5/5/67/43	\$168.31
507.	
508.	
509.	
Adjustments for items unpaid by seller	
510. City/Town Taxes	
511. County Taxes	
512. Assessments	
513. Sewer 11/26/2025 to 02/06/2026	\$151.33
514.	
515.	
516.	
517.	
518.	
519.	
520. Total Reduction Amount Due Seller	\$2,480.64
600. Cash at Settlement to/from Seller	
601. Gross amount due to seller (line 420)	\$220,772.23
602. Less reductions in amounts due seller (line 520)	\$2,480.64
603. Cash ☒ To ☐ From Seller	\$218,291.59

700. Total Real Estate Broker Fees		
Division of commission (line 700) as follows:	Paid From Buyer's Funds at Settlement	Paid From Seller's Funds at Settlement
701. \$		
702. \$		
703. Commission paid at settlement		
704.		
800. Items Payable in Connection with Loan		
801. Our origination charge		
802. Your credit or charge (points) for the specific interest rate chosen		
803. Appraisal fee		
804. Credit report		
805. Tax service		
806. Flood certification		
807. Loan Origination Fee to Commercial Lender LLC	\$5,017.50	
808. Closing Fee to Elite Commercial Closings, LLC	\$1,995.00	
809. Admin Fee to Investment Property Loan Exchange LLC	\$395.00	
810. Lender Holdback to Commercial Lender LLC	\$25,000.00	
900. Items Requested by Lender to be Paid in Advance		
901. Daily interest charges from 02/06/2026 to 03/01/2026 @ \$54.94 /day	\$1,263.74	
902. Mortgage insurance premium		
903. Homeowner's Insurance to TAPCO	\$1,545.09	
904.		
1000. Reserves Deposited with Lender		
1001. Initial deposit for your escrow account		
1002. Homeowner's Insurance		
1003. Mortgage Insurance		
1004. Property taxes		
1005.		
1006.		
1007. Aggregate Adjustment \$0.00		
1100. Title Charges		
1101. Settlement or closing fee to Premier Settlements & Title Services, LLC		
1102. Owner's title insurance to First American Title Insurance Company	\$1,191.00	
1103. Lender's title insurance to First American Title Insurance Company	\$284.00	
1104. Lender's title policy limit \$223,000.00		
1105. Owner's title policy limit \$220,000.00		
1106. Title - Buyer Settlement Fee to Premier Settlements & Title Services, LLC	\$575.00	
1107. Title - Seller Settlement Fee to Premier Settlements & Title Services, LLC		\$350.00
1108. Title - Title Abstract to American Title Services, Inc.	\$300.00	
1109. Title - Electronic Document Storage to Premier Settlements & Title Services, LLC	\$60.00	
1110. Title - Deed Prep to Mary Ann Ferguson	\$20.00	
1111. Title - Title Insurance Binder to Premier Settlements & Title Services, LLC	\$35.00	
1112. CPL (Lender) to First American Title Insurance Company	\$95.00	
1200. Government Recording and Transfer Charges		
1201. Recording Fee: Deed \$60.00 Mortgage \$115.00 Release \$ to Clerk of the Circuit Court	\$175.00	
1202. City/County tax/stamp: Deed \$850.00 Mortgage \$0.00 to Clerk of the Circuit Court	\$425.00	\$425.00
1203. State tax/stamp: Deed \$1,100.00 Mortgage \$0.00 to Clerk of the Circuit Court	\$550.00	\$550.00
1204. Recodification Tax - County (Deed) to Clerk of the Circuit Court	\$836.00	\$836.00
1205. Recodification Tax - County (Mortgage) to Clerk of the Circuit Court	\$22.80	
1300. Additional Settlement Charges		
1301.		
1302.		
1303.		
1304.		
1305.		
1306.		
1307.		
1308.		
1309.		
1400. Total Settlement Charges (enter on lines 103, Section J and 502, Section N)	\$39,747.13	\$2,161.00

See signature addendum

FB Real Estate, LLC, a Maryland Limited Liability Company

By:

Patricia Bratta, Sole Member

Patricia Bratta 2/6/26

Date

John Lynch

Date

2/6/26

Date

The HUD-1 settlement statement which I have prepared is a true and accurate account of this transaction. I have caused or will cause the funds to be disbursed in accordance with this statement

Settlement Agent

John Lynch 2/6/26

Date

Real Property Data Search ()
Search Result for WASHINGTON COUNTY

[View Map](#)

[No Ground Rent Redemption on File](#)

[No Ground Rent Registration on File](#)

Special Tax Recapture: None

Account Number: District - 13 Account Identifier - 003890

Owner Information

Owner Name:	GREENE TRACY LYNN	Use:	RESIDENTIAL
		Principal Residence:	YES
Mailing Address:	18132 MAUGANS AVE HAGERSTOWN MD 21740-	Deed Reference:	/07342/ 00381

Location & Structure Information

Premises Address:	18132 MAUGANS AVE HAGERSTOWN 21740-0000	Legal Description:	LOT 75X251 0.39 ACRES 18132 MAUGANS AVE
-------------------	--	--------------------	--

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0243	0000	1373	13010330.22	0000				2026	Plat Ref:

Town: None

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1950	1,410 SF		0.3900 AC	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
1 1/2	YES	STANDARD UNIT	SIDING/	3	1 full/ 1 half	1 Detached	

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2026	07/01/2025	07/01/2026
Land:	53,400	53,400		
Improvements	155,900	201,400		
Total:	209,300	254,800	209,300	224,467
Preferential Land:	0	0		

Transfer Information

Seller: BRADLEY RALPH JR	Date: 10/23/2023	Price: \$80,000
Type: NON-ARMS LENGTH OTHER	Deed1: /07342/ 00381	Deed2:
Seller: M & T BANK	Date: 06/26/2018	Price: \$80,000
Type: NON-ARMS LENGTH OTHER	Deed1: /05780/ 00255	Deed2:
Seller: DAVIS EDWARD G	Date: 03/29/2018	Price: \$105,525
Type: NON-ARMS LENGTH OTHER	Deed1: /05717/ 00268	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2025	07/01/2026
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application

Date:

Real Property Data Search ()
Search Result for WASHINGTON COUNTY

[View Map](#)

No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number:

District - 13 Account Identifier - 008426

Owner Information

Owner Name:

LYNCH JOHN

Use:

RESIDENTIAL

Principal Residence:

NO

Mailing Address:

11949 AZALEA DRIVE
HAGERSTOWN MD 21740-0000

Deed Reference:

/05140/ 00472

Location & Structure Information

Premises Address:

18128 MAUGANS AVE
HAGERSTOWN 21740-0000

Legal Description:

PT LOT 92X110
18128 MAUGANS AVE

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0243	0000	1374	13010330.22	0000				2026	Plat Ref:

Town: None

Primary Structure Built
1933

Above Grade Living Area
1,638 SF

Finished Basement Area

Property Land Area
10,120 SF

County Use

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
1 1/2	YES	STANDARD UNIT	STUCCO/	3	1 full	1 Attached	

Value Information

	Base Value	Value As of 01/01/2026	Phase-In Assessments As of 07/01/2025	As of 07/01/2026
Land:	50,000	50,000		
Improvements	135,000	182,100		
Total:	185,000	232,100	185,000	200,700
Preferential Land:	0	0		

Transfer Information

Seller: COMMUNITY DEV ADM MD DEPT
Type: NON-ARMS LENGTH OTHER

Date: 01/07/2016
Deed1: /05140/ 00472

Price: \$72,800
Deed2:

Seller: POE STEPHEN S
Type: NON-ARMS LENGTH OTHER

Date: 04/22/2015
Deed1: /04950/ 00028

Price: \$136,000
Deed2:

Seller: BRICKER GARY L & CARLA F
Type: ARMS LENGTH IMPROVED

Date: 05/05/2008
Deed1: /03491/ 00626

Price: \$184,000
Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2025	07/01/2026
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application

Date:

FROM:

Dominion Realty LLC
18113 Maugans Ave Suite 101
Hagerstown, MD 21740

TO: Washington County Planning Commission

RE: Rezoning Request (18128 & 18132 Maugans Ave)

To whom it may concern,

We are requesting to rezone the properties located at 18128 and 18132 Maugans Avenue, Hagerstown, MD 21740, from their current “RM – Residential Multifamily” designation to “HI – Highway Interchange.” This request is based on changes in the neighborhood since the last comprehensive rezoning in 2012, as well as a potential misalignment with the original zoning in light of surrounding land uses, anticipated future development, and greatly increased vehicular traffic counts.

These parcels are situated on the west side of Maugans Avenue, which is predominantly occupied by commercially zoned HI (Highway Interchange) properties, including Burger King, Dunkin’ Donuts, the former Bobcat facility, Fulton Bank, Martin’s Garage, Allegheny Ag, UAW, and seven additional businesses located directly opposite the subject properties. All Maugans Avenue parcels located west of I-81, beyond the subject properties and extending up to 18113 Maugans Avenue, are zoned “HI,” with the exception of 18128 and 18132 Maugans Avenue, which retain their “RM” zoning designation. They are the last two Maugans Avenue-addressed houses on the west side of the avenue in this area that are not zoned “HI”.

These parcels are the only Maugans Avenue-fronting properties that are both physically and functionally isolated from the remainder of the RM-zoned district, which is served by a network of internal roads and neighborhood access that these parcels neither connect to nor share. While the remainder of the RM zone benefits from low-traffic, residential streets and a neighborhood-oriented setting, these parcels are located directly on Maugans Avenue—a corridor classified by MDOT as an “Urban Minor Arterial” carrying approximately 8,000 vehicles per day, or over 2.29 million vehicle passes annually. Traffic counts in front of the parcels increased by roughly 8% between 2023 and 2024 alone. The location and traffic exposure of these parcels are therefore inconsistent with the intended character and purpose of the RM zoning district, as

established under Washington County's 2012 zoning ordinance.

Additionally, these two parcels are physically separated from the remainder of the RM-zoned district by substantial buffers of mature trees, shrubs, and other vegetation—which equates to approximately 142 feet from the rear west side of the property to the nearest RM-zoned house, and approximately 59 feet from the rear east side to the nearest RM-zoned house—creating a clear visual and functional separation. This separation reflects a key intent of the zoning ordinance, which is to distinctly differentiate RM areas from HI and other commercial zoning areas. The property immediately to the west and rear of the subject parcels is owned by Washington County and is dedicated exclusively to stormwater management for the remaining RM zone; it does not serve the subject parcels. This area cannot be altered or developed for residential purposes, as it is essential for managing stormwater for all dwellings within the RM district. Dense vegetation surrounding the subject parcels further reinforces their separation from the remainder of the RM zone, and a perennial stream running through this section also contributes to their isolation. Since additional residential development is not possible due to the stream, stormwater management area, and conservation trees, reclassifying these parcels to 'HI' zoning is further supported, as such a change would have no potential for adverse impacts in the future.

Additional Considerations

Recent Neighborhood Change: The most recent comprehensive zoning plan was adopted in 2012. Since that time, substantial additional development has occurred in the immediate vicinity of these two parcels, including directly across the street. In 2012, the site across from the subject properties contained a small structure which supported, at most, a single low-volume commercial business. That structure has since been demolished and replaced with two new buildings totaling nearly 20,000 square feet of commercial space, accommodating seven businesses.

Utilities: Both parcels have access to public water (City of Hagerstown), sewer service (Washington County), natural gas, fiber-optic internet, and electricity—including three-phase power, which is uncommon in residential areas and indicates that the parcels are ready for commercial use, like the properties across from it and nearby, further supporting reclassification to 'HI' zoning.

Surrounding Areas / Development: It is our understanding that Maugans Avenue is part of the county's 20-year improvement plan, which is anticipated to further increase traffic

volumes over time. Independently of these parcels or this project, improvements are planned at the intersection of Maugans Avenue and Shawley Drive to support additional commercial development along Shawley Drive and Label Lane. These planned enhancements reinforce the expectation of continued growth in the area and suggest that both traffic and local population are likely to increase along Maugans Avenue, the primary access route to the subject parcels. Increasing traffic volumes and continued nearby development along Maugans Avenue further support the appropriateness of classifying these two parcels as "HI".

Consistent with Comprehensive County Plan: Reclassifying these two parcels from 'RM' to 'HI' ~~would remain consistent with what we~~ understand to be the County's long-term vision for this corridor. As currently configured, there is clear physical separation between these parcels and any residential or multi-family development. Notably, other HI-zoned properties directly adjoin the same RM district without the degree of buffer space or mature vegetation that separates these two parcels. As discussed in the 'Surrounding Areas / Development' section above, such a transition would be reasonable and consistent with the evolving character of the corridor, particularly given the concentration of HI-zoned commercial uses directly across the street, adjacent to, and in close proximity to the subject properties.

Potential For Error In 2012: It is reasonable to consider that the original 2012 Comprehensive Zoning Plan may not have fully accounted for the unique characteristics of these two parcels in relation to the surrounding area and Maugans Ave. At that time, commercial activity in the immediate vicinity was limited—particularly across the street—and traffic volumes were lower. The long-term intensity and evolution of development along this corridor may not have been fully foreseeable when the zoning designations were established. However, as currently situated, these two parcels are physically and functionally independent from the remainder of the RM district and are separated by substantial buffer areas. Given this separation, and considering the existing development pattern, it would have been reasonable for these parcels to have been classified as "HI" in a manner consistent with the neighboring Allegany Ag property (HI-zoned), as well as the UAW facility and seven additional HI-zoned businesses directly across the street. The neighboring land use context and infrastructure characteristics more closely align with Highway Interchange zoning than with Residential Multi-Family classification.

Dilapidated Status: The current condition of the two residential structures reflects significant disrepair, as documented in the photographs submitted with this application. Observed conditions include exposed interior areas to the outside, deteriorated and crumbling cinder block piles, collapsed roof sections on accessory structures, and general debris and litter throughout both properties. There appears to have been limited recent investment in the maintenance or upkeep of these sites. Based on conversations with former occupants, primary concerns included high traffic volumes, truck-related noise, and ongoing litter—conditions consistent with the surrounding Highway Interchange-oriented corridor rather than a residential neighborhood setting. Reclassification of these parcels to the more appropriate “HI” designation would allow for meaningful reinvestment and site improvement. Such improvements would not only bring the proper ties into alignment with the surrounding commercial character of the area, but would also enhance the visual appearance of the corridor and create a more orderly, maintained, and aesthetically improved frontage along Maugans Avenue for the benefit of adjacent proper ties and the traveling public.

In conclusion, we respectfully submit that reclassifying the subject properties located at 18128 and 18132 Maugans Avenue, Hagerstown, Maryland 21740, from “RM – Residential Multifamily” to “HI – Highway Interchange” is a logical and well-supported action based on the evidence and analysis presented herein. The proposed rezoning is consistent with the established development pattern along the Maugans Avenue corridor, compatible with adjacent / nearby HI-zoned properties, and aligned with what we believe to be the County’s long-term planning objectives for this area.

For these reasons, we respectfully request that the Planning Commission recommend approval of this rezoning application. We appreciate the Commission’s time, review, and consideration. Sincerely,

Michael Godinez

Michael Godinez
Dominion Realty LLC
2/19/2026

Plats 

1

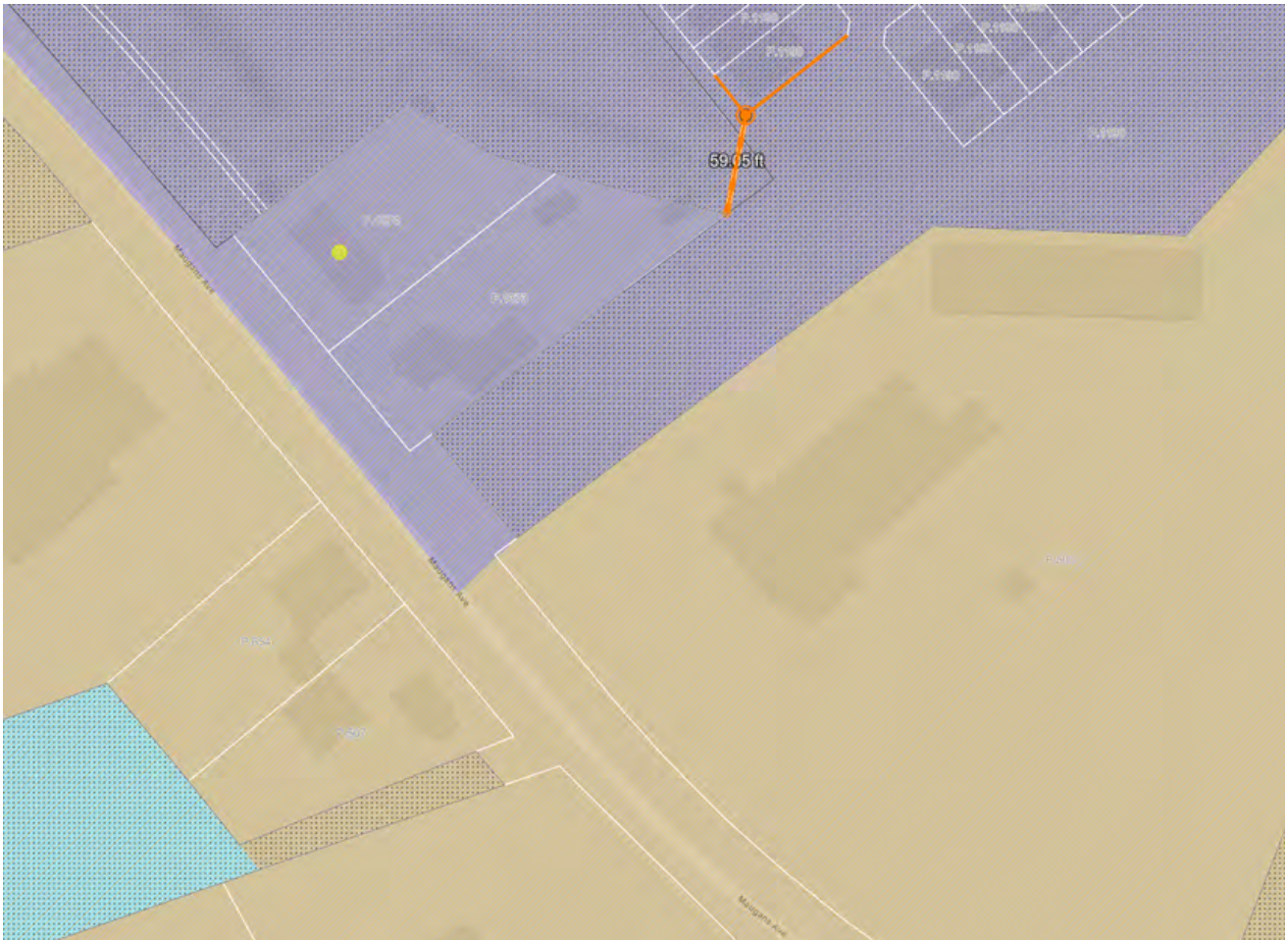
BG

Wo

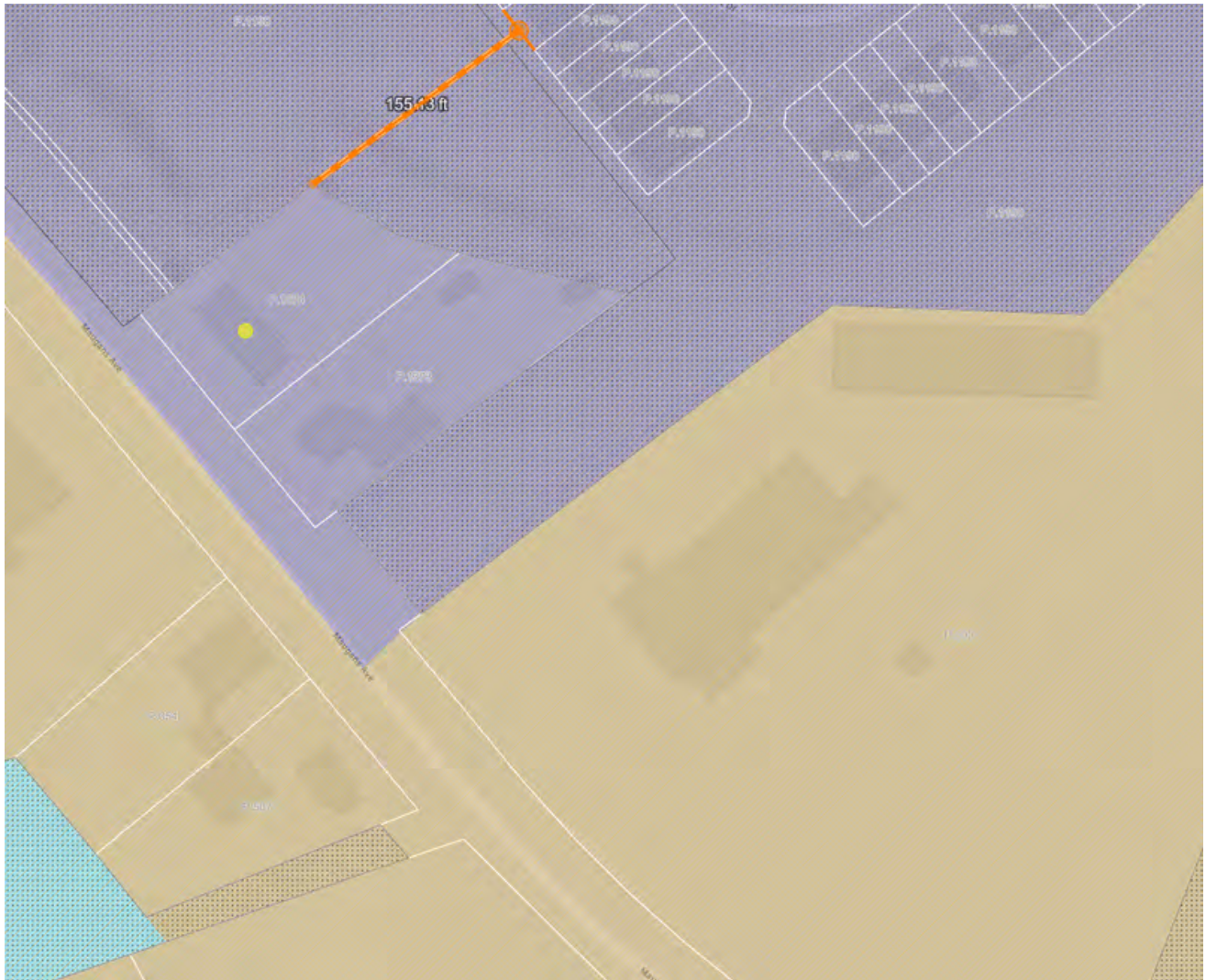
RS
RT
World Hillshade

Sources: Earl, Vanter, Airbus DS, USGS, NASA, CGIAR, N Robinson, NCEAS, NIS, CS, NMA, Goudastuelsen, Rijkswaterstaat, GFA, Gerland.

Approximately 59 feet of forested buffer separates the subject parcel from the nearest residential property. (rear east)



Approximately 155 feet of forested buffer separates the subject parcel from the nearest residential property. (rear west)





Est. 1966

ENGINEERS
SURVEYORS
PLANNERS
LANDSCAPE ARCHITECTS

981 Mt Aetna Rd
Hagerstown, MD 21740
Phone: 301-733-8503
Fax: 301-733-1853

February 19, 2026

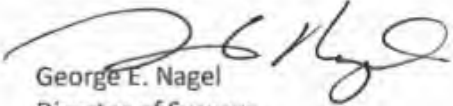
Michael Godinez
Dominion Realty LLC
18113 Maugans Ave
Suite 101
Hagerstown, MD 21740

RE: 18128 Maugans Ave, Hagerstown, MD (Tax Map 0243, Parcel 1374)
18132 Maugans Ave, Hagerstown, MD (Tax Map 0243, Parcel 1373)

Dear Mr. Godinez,

The properties located at 18128 and 18132 Maugans Avenue, Hagerstown, MD, are within the "RM" - Residential, Multi-Family District. These two properties are the only two residential properties located within the RM District that front on Maugans Avenue. Both properties are isolated from the remainder of the residential properties located within "RM" District. The remainder of the residential properties in the RM district are served by a shared network of internal roads and neighborhood access. Neither of these two properties are connected to that network.

Sincerely,
FOX & ASSOCIATES, INC.


George E. Nagel
Director of Surveys



**ENGINEERS
SURVEYORS
PLANNERS
LANDSCAPE ARCHITECTS**

981 Mt. Aetna Road
Hagerstown, MD 21740
Phone: 301-733-8503
Fax: 301-733-1853
Email: foxhagerstown@foxassociatesinc.com

February 19, 2026

**DESCRIPTION OF
LANDS OF
JOHN LYNCH**
Liber 5140, at folio 472

Situate north of Maugans Avenue and west of Interstate 81 in District Number 13, Washington County, Maryland, and being more particularly described as follows:

Beginning at a point along the northern right of way of Maugans Avenue, said being at the end of the South 53° 35' 00" West 147.08 foot line of Stormwater Management Area No. 1, Stormwater Management Area No. 1 being graphically shown on a plat entitled "Final Plat, Seneca Ridge Subdivision", recorded as Plat No. 7546-7551 among the Land Records of Washington County, Maryland, thence with the boundary of said Stormwater Management Area No. 1 the following three (3) courses;

- | | |
|---------------------------|---|
| 1) North 53° 28' 49" East | 147.11 feet to a rebar and cap found, thence |
| 2) South 59° 03' 35" East | 58.90 feet to a rebar and cap found, thence |
| 3) South 73° 24' 03" East | 48.30 feet to a rebar and cap found at the northwest corner of a parcel of land described in a deed from Ralph Bradley, Jr. to Tracy Lynn Greene, dated October 23, 2023, and recorded in Liber 7342, at folio 381 among the aforesaid land records, thence with the western boundary of said parcel of land (Liber 7342, at folio 381) |
| 4) South 53° 38' 27" West | 192.81 feet to the northern right of way of Maugans Avenue, thence with the northern right of way of Maugans Avenue |
| 5) North 40° 08' 55" West | 92.68 feet to the Point of Beginning containing 15,406 square feet or 0.35367 acres of land more or less. |

Being part of that parcel of land described in a deed from Community Development Administration, Maryland Department of Housing and Community Development to John Lynch, dated December 29, 2015, recorded in Liber 5140, at folio 472 among the Land Records of Washington County, Maryland.

The bearings described above are in the datum of the Maryland Coordinate System of 1983 (NAD 83(2011)).

This description was either personally prepared by me or under my responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12 in effect at the time of this work, and that I am a duly licensed land surveyor under the laws of the State of Maryland, License No. 21052, and License Expiration Date: 8/24/2026.


George E. Nagel
Professional Land Surveyor





**ENGINEERS
SURVEYORS
PLANNERS
LANDSCAPE ARCHITECTS**

981 Mt. Aetna Road
Hagerstown, MD 21740
Phone: 301-733-8503
Fax: 301-733-1853
Email: foxhagerstown@foxassociatesinc.com

February 19, 2026

**DESCRIPTION OF
LANDS OF
TRACY LYNN GREENE**
Liber 7342, at folio 381

Situate north of Maugans Avenue and west of Interstate 81 in District Number 13, Washington County, Maryland, and being more particularly described as follows:

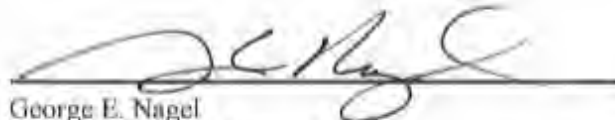
Beginning at a point along the northern right of way of Maugans Avenue, said being the southwest corner of a parcel of land described in a deed from Community Development Administration, Maryland Department of Housing and Community Development to John Lynch, dated December 29, 2015, recorded in Liber 5140, at folio 472 among the Land Records of Washington County, Maryland, thence with the eastern boundary of said parcel of land (Liber 5140, at folio 472)

- | | |
|---------------------------|--|
| 1) North 53° 38' 27" East | 192.81 feet to a rebar and cap found along the southern boundary of Stormwater Management Area No. 1, Stormwater Management Area No. 1 being graphically shown on a plat entitled "Final Plat, Seneca Ridge Subdivision", recorded as Plat No. 7546-7551 among the aforesaid land records, thence with the boundary of Stormwater Management Area No. 1 |
| 2) South 76° 30' 02" East | 96.25 feet to a rebar and cap found along the western boundary of Parcel Three, Parcel Three being described in a deed from Magnum Center, LLC to Seneca Ridge Homeowner's Association, Inc., dated May 20, 2014, recorded in Liber 4789, at folio 45 among the aforesaid land records, thence with the western boundary of Parcel Three (Liber 4789, at folio 45) |
| 3) South 53° 37' 54" West | 249.98 feet to the northern right of way of Maugans Avenue, thence with the northern right of way of Maugans Avenue |
| 4) North 40° 08' 55" West | 92.68 feet to the Point of Beginning containing 16,294 square feet or 0.37406 acres of land more or less. |

Being part of that parcel of land described in a deed from Ralph Bradley, Jr. to Tracy Lynn Greene, dated October 23, 2023, recorded in Liber 7342, at folio 381 among the Land Records of Washington County, Maryland.

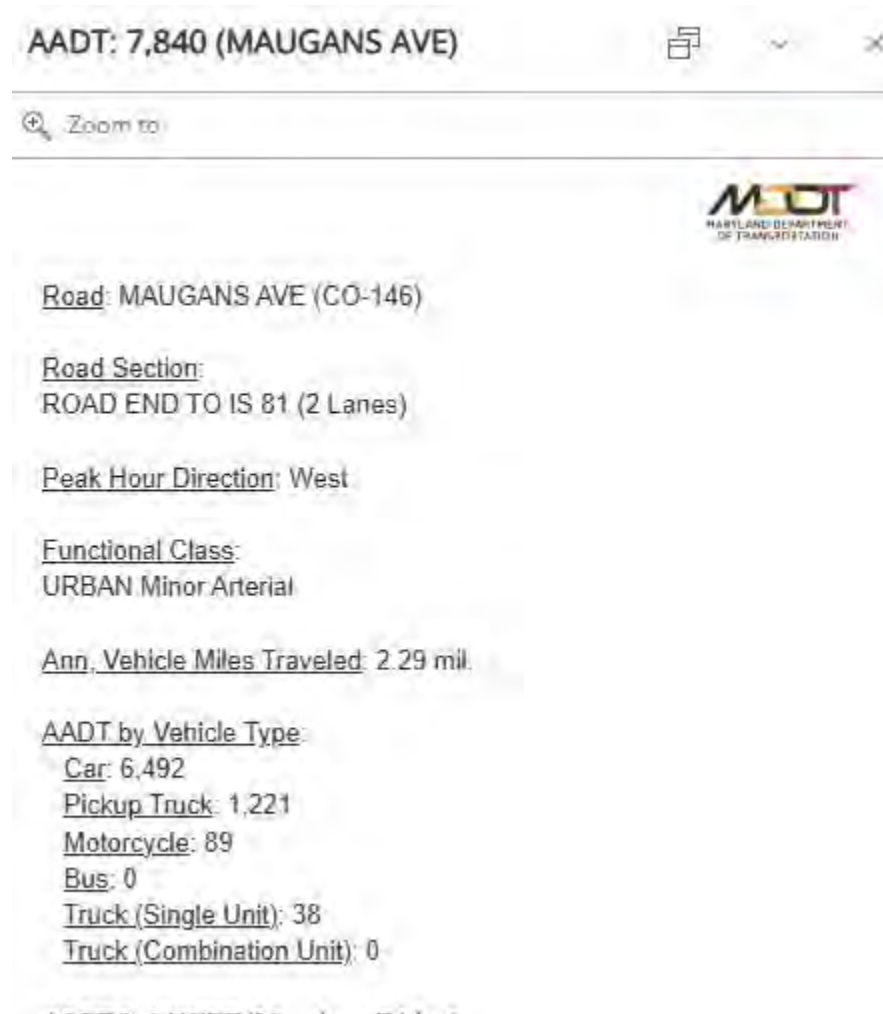
The bearings described above are in the datum of the Maryland Coordinate System of 1983 (NAD 83(2011)).

This description was either personally prepared by me or under my responsible charge of the preparation and the surveying work reflected in it, all in compliance with the requirements set forth in COMAR 09.13.06.12 in effect at the time of this work, and that I am a duly licensed land surveyor under the laws of the State of Maryland, License No. 21052, and License Expiration Date: 8/24/2026.


George E. Nagel
Professional Land Surveyor



MDOT SHA Annual Average Daily Traffic (AADT)



Source: <https://data-maryland.opendata.arcgis.com/datasets/mdot-sha-annual-average-daily-traffic-aadt-segments/explore?location=39.692634%2C-77.736986%2C17>



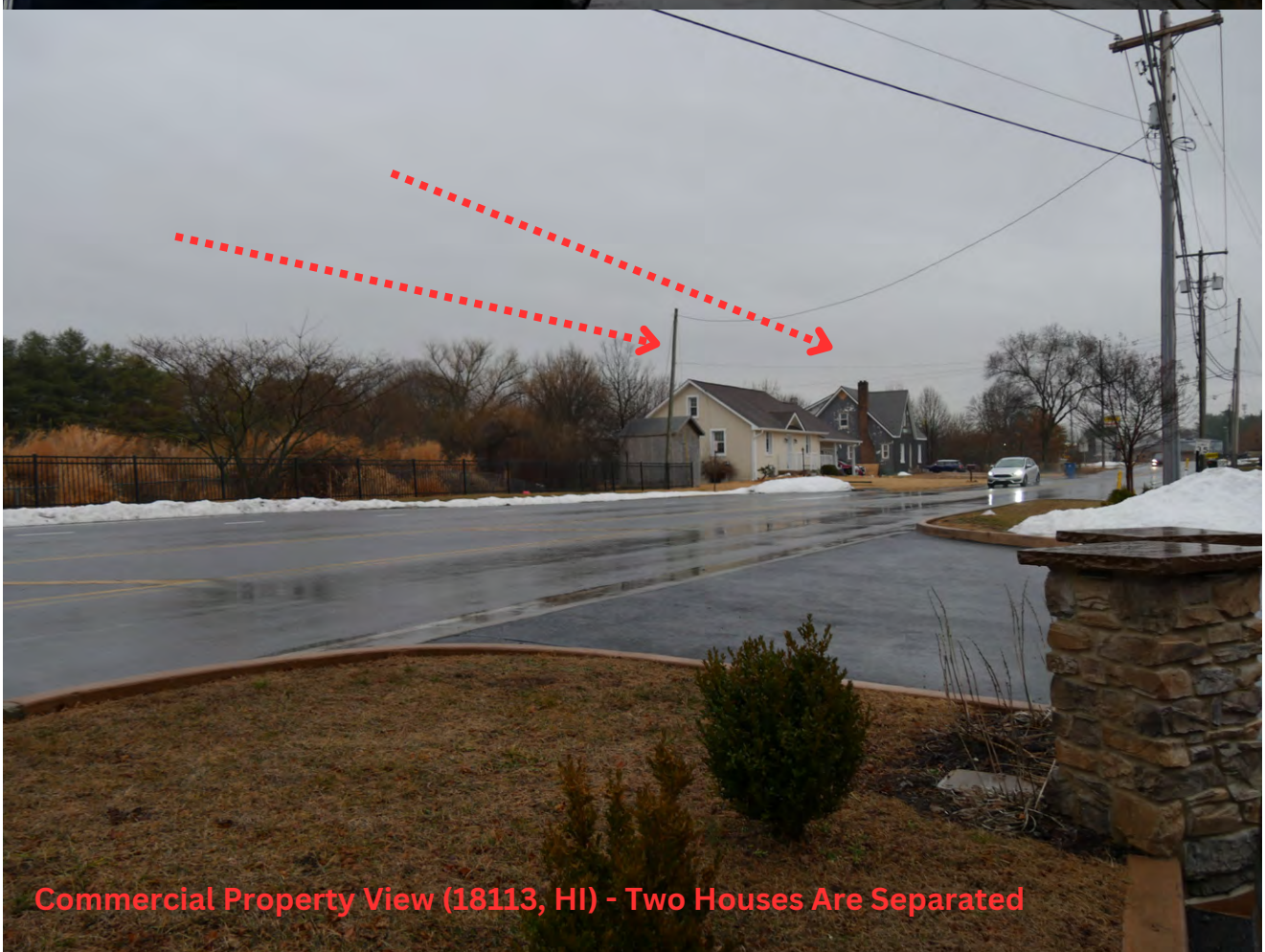
Side View - Alleghany Ag (HI), Martins Garage (HI)



Front Porch View - Three Commercial (HI) buildings



Front Driveway View - Exposed Walls / Disrepair



Commercial Property View (18113, HI) - Two Houses Are Separated





Front Driveway View - UAW (HI) - Directly across street



Front Driveway View - UAW (HI)



Yard - Disrepair, sheds caving in, litter



Front Driveway View - UAW (HI)



Yard - Disrepair



Back Yard - Shed Caving In, Litter



Yard - Disrepair, Sheds Caving In, Litter



Side Yard View - Alleghany Ag (HI)



Back of Property - Clear Buffer From All Houses (Photo Taken In WINTER)



West Side Yard View - Facing Stormwater Retention Pond / Buffered



Side View - You can see Maugans Ave Commercial Properties



Rear Yard - Houses Buffered By Trees, Photo Taken In WINTER



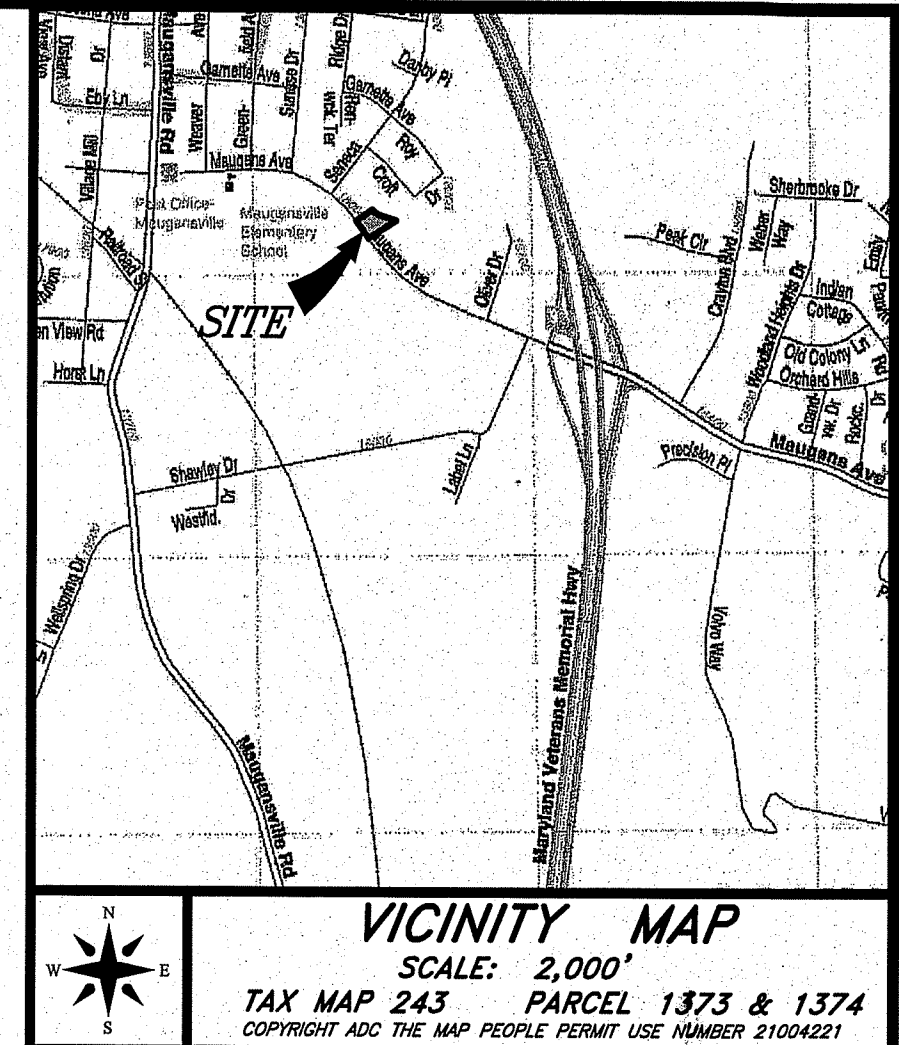
Entrance To "RM" Zone, Secluded Entrance

SURVEYORS CERTIFICATION

I HEREBY CERTIFY, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, THAT THE PLAN SHOWN HEREON IS CORRECT; THAT IT IS ALL OF THE LANDS CONVEYED BY RALPH BRADLEY, JR. UNTO TRACY LYNN GREENE, BY DEED DATED ON OCTOBER 23, 2023, RECORDED IN LIBER 7342, AT FOLIO 381; THAT IT IS ALL OF THE LANDS CONVEYED BY COMMUNITY ADMINISTRATION, MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT UNTO JOHN LYNCH, BY DEED DATED ON DECEMBER 29, 2015, RECORDED IN LIBER 5140, AT FOLIO 472, AMONG THE LAND RECORDS OF WASHINGTON COUNTY, MARYLAND; AND FURTHER THAT THIS PLAN WAS PERSONALLY PREPARED BY ME, OR UNDER MY RESPONSIBLE CHARGE, AND I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE NO. 21052, AND LICENSE EXPIRATION DATE: 8/24/2026.

02/20/2026
DATE

GEORGE E. NAGEL
MARYLAND PROFESSIONAL LAND SURVEYOR No. 21052

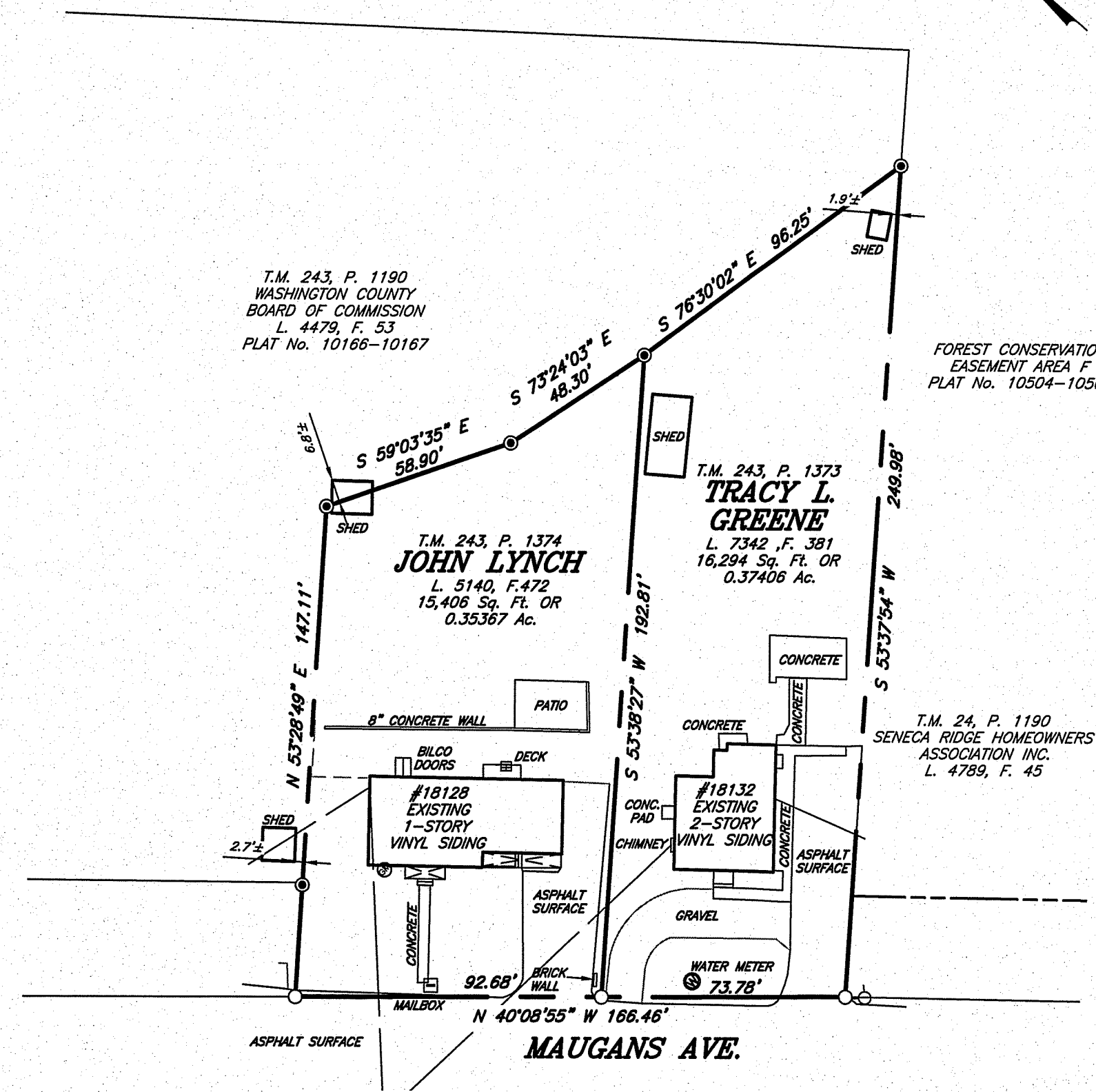


VICINITY MAP

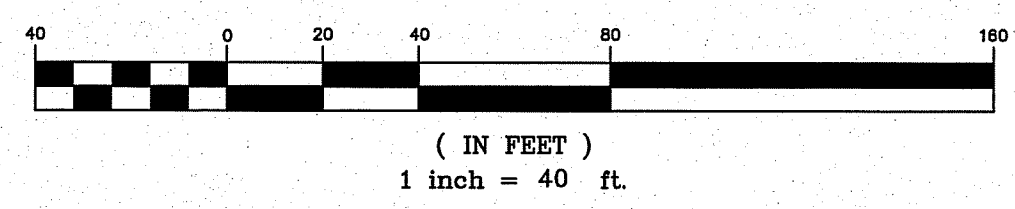
SCALE: 2,000'
TAX MAP 243 PARCEL 1373 & 1374
COPYRIGHT ADC THE MAP PEOPLE PERMIT USE NUMBER 21004221

ABBREVIATIONS:

T.M. - TAX MAP
P. - PARCEL
L. - LIBER
F. - FOLIO
NAD - NORTH AMERICAN DATUM
CONC. - CONCRETE



GRAPHIC SCALE



NOTES:

- HORIZONTAL DATUM SHOWN HEREON IS BASED ON THE MARYLAND STATE PLANE COORDINATE SYSTEM OF 1983 (NAD83(2011)).
- THE PROPERTIES SHOWN HEREON ARE ZONE "RM" - RESIDENTIAL, MULTI-FAMILY DISTRICT.
- PARCELS SHOWN HEREON DO NOT LIE WITHIN ANY 100 YEAR FLOODPLAIN AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP 24043C0128D; EFFECTIVE DATE: AUGUST 15, 2017.
- THIS PLAT IS NOT INTENDED TO SHOW EVERY MATTER AFFECTING THE OWNERSHIP AND USE, NOR EVERY MATTER RESTRICTING THE OWNERSHIP AND USE OF THIS PROPERTY.
- THIS PLAT IS NOT INTENDED TO REPLACE AN EXAMINATION OF TITLE OR TO DEPICT OR NOTE ALL MATTERS AFFECTING TITLE.
- NO TITLE REPORT FURNISHED.

BOUNDARY SURVEY
FOR
DOMINION REALTY, LLC
SITUATE AT 18128 & 18132 MAUGANS AVENUE
WASHINGTON COUNTY, MARYLAND

DRAWN BY: **AMD**
CHECKED BY: **GEN**
SCALE: 1" = 40'

DATE: 2-19-26
DATE: 2-19-26

FOX & ASSOCIATES, INC.
ENGINEERS • SURVEYORS • PLANNERS
981 MT. AETNA ROAD
HAGERSTOWN, MARYLAND 21740
PHONE: (301)733-8503
FAX: (301)733-1853

82 WORMAN'S MILL CT. STE. 'G'
FREDERICK, MARYLAND 21701
PHONE: (301)695-0880
FAX: (301)293-6009



DISTRICT: 13
TAX MAP No. 1373 & 1374
DWG. No. C - 3959

SHEET No. 1 OF 1

Application for Map Amendment Staff Report and Analysis

Property Owner(s)	:	Tracy Greene; FB Real Estate, LLC.
Applicant(s)	:	Michael Godinez
Location	:	18132 and 18128 Maugans Ave
Election District	:	#13 – Maugansville
Comprehensive Plan		
Designation	:	High Density Residential
Zoning Map	:	243
Parcel(s)	:	P. 1373 & 1374
Acreage	:	0.72 acres (P. 1373: 0.37 ac; P. 1374: 0.35)
Existing Zoning	:	RM – Residential, Multifamily
Requested Zoning	:	HI – Highway Interchange
Date of Meeting	:	May 4, 2026

I. Background and Findings Analysis:

1. Site Description

The proposed rezoning site is two parcels located on the northern side of Maugans Ave, approximately .30 miles northwest of Interstate 81. The total acreage of the parcels that are the subject of this rezoning is 0.72 acres. The parcels are described below:

Parcel #1: Tax Map 243; Parcel 1373 – The parcel consists of 0.37 acres. Currently sitting on the parcel is a single-family detached house with a dilapidated accessory structure. The property is lined with mature trees and shrubby on the north and east sides. There are no environmentally sensitive areas on the property.

Parcel #2: Tax Map 243; Parcel 1374 – The parcel consists of 0.35 acres. Currently on the property is a single-family detached house with an accessory structure on the edge of the property. The property is lined with mature trees and shrub on the north and west sides. There are no environmentally sensitive areas on the property.

2. Population Analysis

To evaluate the change in population, information was gathered from the US Census Bureau for a thirty-year time span. This range was chosen to provide long term population trends for the election district of the proposed rezoning and the County.

The proposed rezonings are located within the Maugansville Election District (#13). The table below shows the population for that district and county between 1990-2020. The district has grown 19% over the thirty-year period (0.63% per year) while the County has grown 21.6% (0.72% per year). Maugansville Election District saw the highest percentage growth between the years 2000-2010 at 8.0%.

Table 1: Maugansville Election District Population Trends

Population Trends 1990-2020			
<u>Year</u>	<u>Area</u>	<u>Population</u>	<u>% change from previous decade</u>
<u>1990</u>	District	<u>5,351</u>	
	County	<u>121,393</u>	
<u>2000</u>	District	<u>5,698</u>	<u>6.5%</u>
	County	<u>131,932</u>	<u>8.7%</u>
<u>2010</u>	District	<u>6,154</u>	<u>8.0%</u>
	County	<u>147,430</u>	<u>11.7%</u>
<u>2020</u>	District	<u>6,429</u>	<u>4.5%</u>
	County	<u>154,705</u>	<u>4.9%</u>

Source: US Census Bureau

3. Availability of Public Facilities

A. Water and Sewerage

The adopted Water and Sewerage Plan for the County establishes the policies and recommendations for public water and sewer infrastructure to help guide development in a manner that helps promote healthy and adequate service to citizens. By its own decree, the purpose of the Washington County Water and Sewerage Plan is "...to provide for the continued health and well-being of Washington Countians and our downstream neighbors..."¹ This is achieved through implementing recommendations within the County Comprehensive Plan and the Water and Sewerage Plan to provide for services in a

¹ Washington County, Maryland Water and Sewerage Plan 2009 Update, Page I-2

timely and efficient manner and by establishing an inventory of existing and programmed services.

Water:

W1-Existing Service (County)

The parcels are served by existing (W-1) public water facilities as they are in the Urban Growth Area. This area has water service provided by the City of Hagerstown which also owns the distribution system. The surrounding area is also designated W-1 and served by the City. The City of Hagerstown Water Division offered no comment on the proposed rezoning when sent the application for review.

Wastewater:

W1-Existing Service (County)

The subject parcels are served by existing (W-1) public sewerage facilities within the Urban Growth Area. The County owns the collection system and handles the effluent treatment at the Conococheague Wastewater Treatment Plant. Nearly all adjacent properties are also designated W-1 and served by the same treatment facility.

The Department of Water Quality, the wastewater provider for this area, offered no comment on the proposed rezoning when sent the application for review.

B. Emergency Services

Fire and Emergency Services:

Maugansville Goodwill Volunteer Fire Company (13730 Maugansville Road) – 0.4 miles away

The parcels subject to the proposed rezoning are located within the service area of the Maugansville Goodwill Volunteer Fire Company. Their station is located approximately 0.4 miles away from the properties subject to the rezoning. Community Rescue Service provides the nearest emergency rescue services; they are located 0.3 miles away.

A copy of this application was sent to the Maugansville fire company as well as to the Washington County Division of Emergency Services. No comments were received.

C. Schools

The subject sites are within the districts of Maugansville Elementary, Western Heights Middle and North Hagerstown High schools. The requested zoning classification, Highway Interchange (HI), does not allow for residential development. Therefore, there would be **no school capacity mitigation requirements** for pupil generation under the County's Adequate Public Facilities Ordinance.

4. Present and Future Transportation Patterns

Road Access

The parcels subject to the rezoning are located on Maugans Avenue. Maugans Ave is functionally classified as Urban Minor Arterial

Traffic Volume

In addition to evaluating access points of subject properties for rezoning purposes, it is also important to evaluate traffic generation from proposed development in the context of existing traffic volumes. This is commonly accomplished through the analysis of prior traffic counts and any existing traffic impact studies. The proposed sites are located on a county road, traffic counts are shown for locations near the site along Maugans Avenue.

The County's Division of Engineering & Construction Management collected single day traffic counts at five locations in the vicinity of the site in 2016 and 2022. These locations are found at various points along Maugans Avenue within ¼ mile or less from the site. These counts provide insight into the traffic volume in the neighborhood.

Shown in the table below, the highest traffic volume was recorded on Maugans Avenue with 9,847 vehicles, ~850' east of the rezoning site. The second highest volume was recorded at the intersection of Shawley Drive and Maugans Ave with 2,532 vehicles. All but two locations recorded an increase in traffic volume between 2016 and 2020.

Table 2: County Traffic Volumes

	<u>2016</u>	<u>2022</u>
<u>Maugans Ave West of Oliver Drive</u>	4,910	9,847
<u>Seneca Ridge Drive North of Maugans Ave</u>	1,471	1,914
<u>Shawley Drive South of Maugans Ave</u>	2,228	2,532
<u>Sunrise Ave North Of Maugans Ave</u>	531	453
<u>Oliver Dr North Of Maugans Ave</u>	1,314	622

Source: Washington County Division of Engineering and Construction Management Traffic Count Inventory Map

Future Road Improvements

According to a review of short- and long-term transportation planning documents, there is a project currently slated to occur in the immediate vicinity of the subject parcel on County, State or Federal roads.

Improvements to the I-81 interchange at Maugans Ave east of the site is identified in both the Hagerstown Eastern Panhandle Metropolitan Planning Organization's Long Range Transportation Plan (LRTP) and the Highways Plan of Washington County's Comprehensive Plan in the Transportation Chapter. According to the LRTP, the work will not be completed before the 2027-2035 time frame.

The Washington County Engineering Plan Review offered no comment on the proposed rezoning after receiving a copy of the application for review.

Public Transportation

This area is served by Route 443 of the County Commuter. Route 443 travels between the Washington County Transit Center in Hagerstown and the town of Maugansville. The route operates six days per week, between Monday and Saturday.

5. Compatibility with Existing and Proposed Development in the Area:

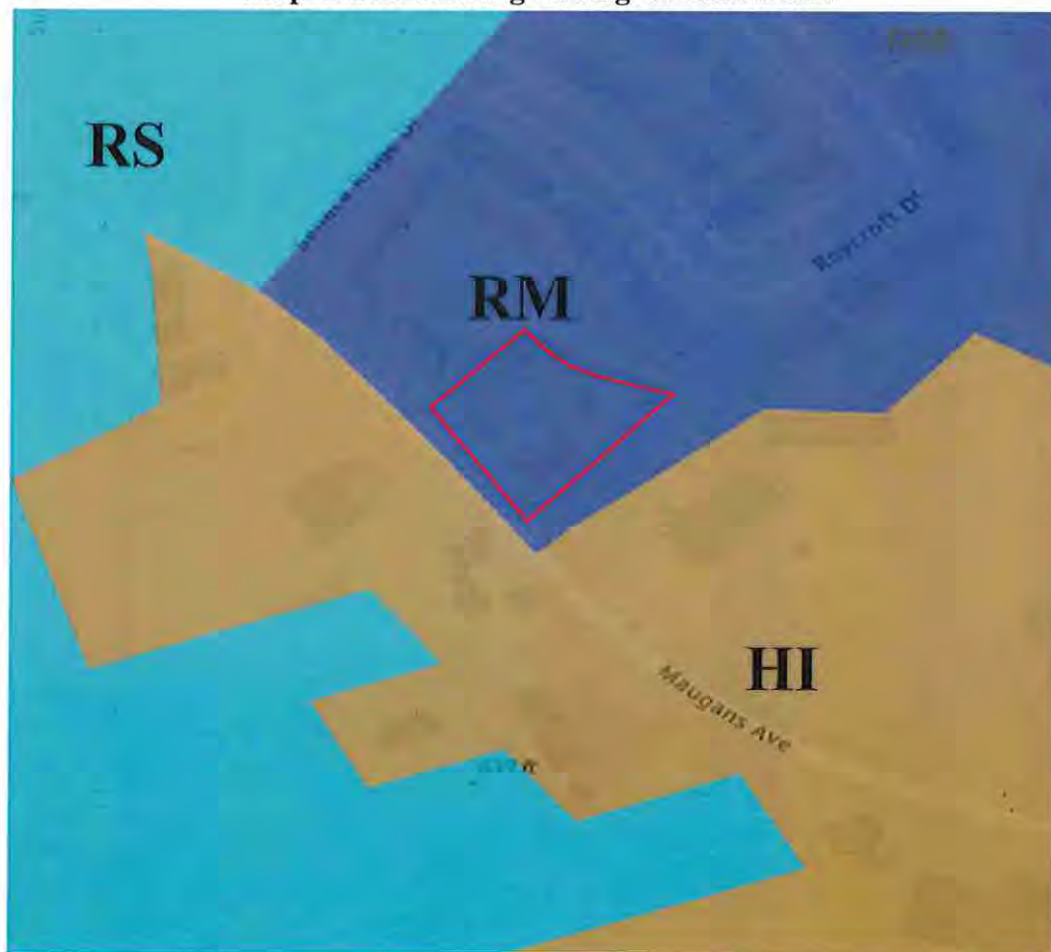
A. Zoning

The subject parcels are currently zoned Residential Multifamily (RM) and are requesting to change to Highway Interchange (HI). The purpose of the HI zoning district is:

“...to provide suitable locations for commercial activities or light industrial land uses that serve highway travelers, provide goods and services to a regional population, or uses that have a need to be located near the interstate highway system to facilitate access by a large number of employees, or the receipt or shipment of goods by highway vehicles. In addition to providing accessible locations, the Highway Interchange District is intended to protect the safe and efficient operation of the interchange and to promote its visual attractiveness....” Washington County Zoning Ordinance, Article 19

The HI Zoning District does not define its own individual permitted uses. The district instead pulls permitted uses from the BL, BG, PB and ORT districts as well as IR with the exception of heliports and Commercial Communications Towers. The applicants for this rezoning did not state their intended use.

Map 1: Surrounding Zoning Classifications



The immediate vicinity of the rezoning is a mix of HI, RM, and RS. The subject parcels (roughly identified by the green trapezoid) lie on the edge of two districts. The

subject parcels (RM) are not part of the RM residential development to the north. RS and HI make up the majority of the surrounding area. The HI district is predominantly to the east around I-81. The RS district can be seen west of Seneca Ridge Drive and south of Maugans Ave. The Airport Overlay Zone covers the whole area around the subject parcels.

B. Land Use

Image 1: Vicinity Land Use



Source: Google Maps

The proximity of the major transportation interchange influences the nature of the land use in the area. The portion of Maugans Avenue that the subject parcels are on includes a mix of residential and commercial uses. The Seneca Ridge development sits directly north of the subject parcels, containing a mixture of single and multifamily structures.

There are a large number of commercial businesses on Maugans Avenue. Allegheny AG, United Auto Workers union, and a commercial building to house seven businesses are located in the immediate vicinity of the subject parcels. The west side of Maugans Ave is predominately commercial uses. These uses include Burger King, Dunkin' Donuts, McCarthy Tire Service, and Martin's garage.

Maugansville lies just west of the rezoning site. Holsinger's Meat Market and Maugansville Creamery give way to residential land use.

C. Historic Sites

Another important component of compatibility is the location of historic structures on and around the parcels being proposed for rezoning. According to the Washington County Historic Sites Survey there are 0 historic sites located within a 0.5-mile radius of the proposed rezoning areas.

6. Relationship of the Proposed Change to the Adopted Plan for the County:

The purpose of a Comprehensive Plan is to evaluate the needs of the community and balance the different types of growth to create a harmony between different land uses. In general, this is accomplished through evaluation of existing conditions, projections of future conditions, and creation of a generalized land use plan that promotes compatibility while maintaining the health, safety, and welfare of the general public.

Each of the properties is located in the sub-policy area High Density Residential. The Comprehensive Plan offers the following definition for this policy area:

“High Density Residential areas are located in close proximity to existing urban cores. Residential uses associated with this area include single-family & two-family residences, triplexes, quadplexes, townhouses, and multi-family structures.”²

7. “Change or Mistake” Rule

When rezonings are not part of a comprehensive rezoning by the governing body, individual map amendments (also known as piecemeal rezonings) are under an obligation to meet the test of the “Change or Mistake” Rule. The “Change or Mistake” Rule requires proof by the applicant that there has been either: a substantial change in the character in of the neighborhood since the last comprehensive zoning plan (2012), or a mistake in designating the existing zoning classification.

As part of the evaluation to determine whether the applicant has proven whether there has been either a change or mistake in the zoning of a parcel, the Maryland Annotated Code Land Use Article and the Washington County Zoning Ordinance state that the local legislative body is required to make findings of fact on at least six different criteria in order to ensure that a consistent evaluation of each case is provided. Those criteria include:

1) population change; 2) the availability of public facilities; 3) present and future transportation patterns; 4) compatibility with existing and proposed development for the

² 2040 Washington County, Maryland Comprehensive Plan, 14-22

area; 5) the recommendation of the planning commission; and 6) the relationship of the proposed amendment to the local jurisdiction's Comprehensive Plan.

Even when change or mistake has been sufficiently sustained, it merely allows the local governing body the authority to change the zoning; it *does not require* the change. When conditions are right for a change the new zone must be shown to be appropriate and logical for the location and consistent with the County's Comprehensive Plan.

II. Staff Analysis:

The analysis of a rezoning request begins with a strong presumption that the current zoning is correct. It is assumed that the governing body performed sufficient analysis, exercised care, and gave adequate consideration to all known concerns when zoning was applied to a parcel of land. However, there are instances by which a case can be established to show that the governing body either erred in establishment of the proper zoning of a property or that enough change has occurred within the neighborhood surrounding the property since the governing body's last assessment to require a new evaluation of the established zoning designation.

The applicant of this case has indicated in their justification statement that they believe that there has been both a mistake in the current zoning and a substantial change in the character of the neighborhood since last comprehensive rezoning in 2012. As noted in the prior section describing the "Change or Mistake" Rule, the Washington County's Zoning Ordinance requires data to be presented to the local legislative body on factors such as population change, present and future traffic patterns, the availability of public facilities, the relationship of the proposed change to the Comprehensive Plan and its compatibility with existing and proposed development in order to determine how the area subject to rezoning has evolved since the comprehensive rezoning.

A. Evidence for Mistake in the Current Zoning

In order to demonstrate that a mistake was made by the regulatory body in applying the existing zoning classification to the parcel, the applicant must establish error occurred as a result of factors such as:

1. A failure to take into account projects or trends probable of fruition;
2. Decisions based on erroneous information;
3. Facts that later prove to be incorrect;
4. Events that have occurred since the current zoning; or
5. Ignoring facts in evidence at the time of zoning application.

The last Comprehensive Rezoning in Washington County was completed in 2012, affecting the Urban Growth Area that surrounds the City of Hagerstown and the towns of Williamsport and Funkstown. The Rezoning affected approximately 17,000 parcels and 38,000 acres of land.³ Information such as population projections, growth trends, transportation and infrastructure data, and the recommendations of the Comprehensive Plan were considered as a part of this effort. The input of property owners, local officials, County staff and the general public was also solicited and considered in the assignment of each parcel affected by the Comprehensive Rezoning.

The applicant contends that the Board of County Commissioner's (BOCC) erred in their decision during the 2012 UGA Comprehensive Rezoning to rezone the lots in question to RM. The applicant claims that factors such as following were not fully considered by the Board in their 2012 decision:

- The inconsistent application of the HI-1 rezoning classification to properties along Maugans Avenue where the subject parcels are located;
- Residential usage of the subject properties would continue to be viable despite the geographic separation of the properties from adjacent residential neighborhoods and the commercial growth in the vicinity.

i. Recent Zoning History

- These properties were rezoned to the present RM designation in conjunction with the Comprehensive Rezoning of the Urban Growth Area in 2012.

Current Zoning



³ Washington County Ordinance No. ORD-2012-08

- Prior to 2012, the properties were zoned Highway Interchange District HI-2.

Pre-2012 Zoning



The HI-2 zoning district was intended to serve as a transitional zone between HI-1 zones and nearby residential areas. Typically, HI-1 areas were designated on lands closest to interstate highway interchanges, with HI-2 zones then buffering adjacent lands in the vicinity of the interchanges. HI-1 allowed commercial and industrial uses. Permitted uses were pulled from the BL, BG, PB, and IR Districts.

HI-2 allowed low intensity business and industrial uses as well, but also residential development at varying densities. Permitted uses were pulled from the BT, RM, PUD, IT, RR, RS and RU Districts. The HI-2 zoning district was eliminated during the 2012 UGA Rezoning, while the HI-1 zoning district was later eliminated with the rezoning of the County's Town Growth Areas, beginning in 2013.

This left only the current standalone HI zoning district which now had a solely commercial/industrial focus which no longer permitted residential development of any kind. Residential properties that were formerly permitted within HI-2 zoning districts were reassigned to existing residential zoning classifications such as the RM zoning which is currently applied to the subject properties.

➤ **Discussion**

No documentation exists which definitively explains why the subject properties were not given HI-1 zoning classification when HI-2 zoning classification was repealed in 2012. However, the presence of residential structures on the properties at the time may have influenced the decision.

ii. Impacts Affecting Continued Residential Use

Looking into the second part of the applicant's argument in favor of "mistake", which concerns the continued viability of residential usage at the site. The parcels have a history of residential usage.

In considering the Board's decision not to rezone the subject parcels at the time of the 2012 Comprehensive Rezoning, it's essential to zero in on what has and has not changed since that time to impact the current residential use. In 2012, the residential structures on the subject parcels were occupied, giving the Board the disincentive to change to a commercial zoning class. In addition, the area immediately behind the subject parcels is Seneca Ridge, a multifamily residential development. However, the properties for the rezoning are not part of the development with a natural separation from a stream and vegetation.

As seen in Exhibit G, the applicant states the residential structures on the properties are currently in a dilapidated status due to limited investment interest as a result of high traffic and litter conditions from Maugans Ave. By not keeping up with the upkeep of the structures, it removes the likelihood of the structures being used as housing by new owners.

While staff would completely agree that the site is impacted by its location along a busy stretch of Maugans Avenue, near an interstate interchange, we would assert that the neglect of the properties has had an equal impact on the subject properties. Greater examination of the effects of traffic on the site will be further discussed in this report when looking at the evidence for "change in the neighborhood."

iii. Evidence for Substantial Change in the Character of the Neighborhood

In addition to the claim that the Board made a mistake in the application of the current zoning, the applicant also argues that there has been a substantial **change** in the character of the neighborhood since the time of the last comprehensive zoning plan. In order to demonstrate that a substantial change has occurred in the character of the neighborhood since the passage of the last Comprehensive Zoning Plan, the applicant must establish:

1. What area reasonably constitutes the "neighborhood" of the subject property;
2. The changes that have occurred in the neighborhood since the comprehensive zoning;
3. Proof that these changes resulted in a change in the character of the neighborhood.

Maryland case law has consistently established that these factors must be considered cumulatively, not individually, if the applicant is to demonstrate proof that a substantial change in the character of the neighborhood has occurred. Correspondingly, a substantial change in any one individual factor doesn't necessarily illustrate that substantial change has occurred in the neighborhood overall.

A. Neighborhood Definition

The Applicant does not define the neighborhood in their justification statement. However, the area around the subject parcels has built out according to the established zoning which has allowed industrial/commercial development prior to 2012 and after.

B. Changes that have occurred in the Neighborhood

The applicant contends in their Justification Statement that a substantial change has occurred in the character of the neighborhood since the 2012 Comprehensive Rezoning of the UGA. As evidence, they offer:

1. *An increase in annual average daily traffic on Maugans Avenue*
2. *The substantial commercial development in the vicinity of the site*

i. Changes in Average Annual Daily Traffic

To expand on the point above concerning traffic on Maugans Avenue, it is important to understand the caveats to the Applicant's conclusion that traffic is increasing to a substantial degree in the neighborhood.

First, traffic count data was considered by the Board as a part of the Urban Area Comprehensive Rezoning in 2012, and was factored into the ultimate decisions about the appropriate zoning classification for the subject parcels, and the surrounding area. Second, traffic data can vary considerably from year to year at any given location, due to factors that may not necessarily be locally derived. For example, construction work on a nearby road requires closure or diversion of traffic to alternate routes, nearby roads can see short-term upticks in traffic that may not necessarily be reflective of long-term traffic increases.

In support of the Applicant's claim of traffic increases, long-term traffic data shows an increase in volume along Maugans Avenue as seen in Table 2 of this report on page 5.

Traffic on Maugans Avenue has increased roughly 20% between 2016 and 2022.⁵ While this number may be inflated by external factors,⁵ it still gives a picture of growth in

the area. However, traffic data from Maryland Department of Transportation shows an increase of 23% in annual average daily trips (AADT) between 2012 (6,327 AADT) and 2025 (7,791 AADT). These numbers further show an increase of growth in the neighborhood surrounding the site.

ii. Neighborhood Zoning Changes from 2012 Comprehensive Rezoning

As shown on pages 10 & 11, the only significant zoning changes in the neighborhood from the 2012 Comprehensive Rezoning was the removal of the HI-2 zoning classification. Before, the subject parcels were zoned Highway Interchange (HI-2). The surrounding area of the site was Highway Interchange (HI-1) apart from Residential Rural (RR) to the west.

The current zoning shows the effects of the Urban Growth Area Comprehensive Rezoning. The HI-2 zoning was eliminated and that area was assigned Residential, Multifamily (RM) and Residential, Suburban (RS). The surrounding area of the site has remained mostly HI being predominately commercial and industrial uses.

The applicant's argument that substantial new commercial development in the neighborhood constitutes a change in the neighborhood is unfounded as the development is consistent with the current and previous zoning of the area.

III. Conclusion:

The applicant claims both a mistake in the designation of the existing zoning and a substantial change in the character of the neighborhood have or did occur since the time of the last comprehensive rezoning, thereby warranting their petition to rezone the properties from RM to HI.

The burden of the applicant in a "Mistake" case is to provide evidence that the Board:

- 1) Failed to take into account projects or trends probable of fruition,
2. Made decisions based on erroneous information,
3. Used facts that later prove to be incorrect,
4. Couldn't have foreseen Events that have occurred since the current zoning
5. Ignored facts in evidence at the time of zoning application.

The burden of the applicant in a "Change" case is to illustrate three points:

1. Defining the boundaries of the neighborhood,
2. Demonstrating that substantial changes have occurred since the last Comprehensive Zoning Plan, and

3. Showing that those changes resulted in the altered character of the neighborhood.

Regarding the charge of mistake, it has been demonstrated that the selective reassignment of HI-2 to RM in the area was likely due to the already existing Seneca Ridge development prior to 2012. It is likely the subject properties were grouped with the development even though they are not directly related. It has also revealed that neglect and traffic have played a role in the continued viability of residential use at the site since 2012. This makes it difficult to characterize the decisions made in 2012 to reassign the subject properties to RM as being a mistake.

The analysis also shows the applicant has not met the burdens in proving that a substantial change has occurred in the neighborhood since the 2012 UGA Rezoning. The applicant failed to define what constitutes a neighborhood except for the expected and continued commercial/industrial uses in the vicinity.

The Land Use Plan Map for the Comprehensive Plan assigns these parcels as high density residential. However, continued growth in commercial development and traffic, over time it is likely the site will be less desirable as a residential use. Despite all listed above, there is logic to now applying HI zoning classification to these properties, based on their separation from the development and proximity to other commercial uses.

Staff also wishes to advise that decision makers carefully consider the wide range of land uses permitted under the HI zoning requested by the applicant to gauge compatibility to the neighborhood surrounding the site.

Respectfully submitted,



Kyla Shingleton
Comprehensive Planner



Open Session Item

SUBJECT: Historic District Commission through the Department of Planning and Zoning Maryland Historical Trust Non-Capital Grant application– Approval to Submit Application and Accept Funding as Awarded

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Carsten Ahrens, Senior Grant Manager, Office of Grant Management, and Meghan Jenkins, GIS Coordinator/Historic District Commission Staff

RECOMMENDED MOTION: Move to approve submission of application and accept funding as awarded for the Maryland Historical Trust (MHT) Non-Capital Grant.

REPORT-IN-BRIEF:

The Historic District Commission (HDC) through the Department of Planning and Zoning would like to update existing surveys of historic resources in our County as charged by the Board of County Commissioners (BOCC). Staff seeks to apply for the MHT Non-Capital Grant in support of these efforts.

DISCUSSION:

This project proposes to update the existing 1977 survey of Eakles Mill Rural Village to the current MHT Standards and Guidelines for Architectural and Historical Investigations. The project will involve a field survey of resources in Eakles Mill as well as the preparation of necessary addendums to existing survey documentation and their submittal to the MHT. This project will align with the County's Comprehensive Plan 2040 Goal 6 which seeks to "enhance the County's rich history and cultural heritage through land preservation and historic preservation efforts". A key recommendation of the Plan is to expand and update the Washington County Historic Sites Inventory. The HDC is also charged with the oversight and maintenance of the Inventory by the BOCC through its by-laws and Section 20.3 of the Zoning Ordinance.

FISCAL IMPACT: Required cash match of \$6,500 already budgeted by the Department of Planning and Zoning and \$3,796 in-kind match of staff time to administer the project. Total of \$10,296 to meet the 1:1 match required for a total project cost of \$20,592.

CONCURRENCES: Maria Kramer, Director, Office of Grant Management

ALTERNATIVES: Deny approval for application.

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: N/A



Open Session Item

SUBJECT: Memorandum of Understandings (“MOU”) between the Towns of Funkstown and Smithsburg and the Board of County Commissioners of Washington County (“BOCC”) for allowing application of County Historic Property Tax Credits.

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Meghan Jenkins, GIS Coordinator/Historic Preservation Planner

RECOMMENDED ACTION: Motion to approve the MOUs between the Towns of Smithsburg and Funkstown and the BOCC.

REPORT-IN-BRIEF: The Towns of Smithsburg and Funkstown have requested to participate in the County Historic Structures Tax Credit Ordinance as qualifying municipalities through delegation to the County Historic District Commission (“HDC”) of permit review authority through individual recorded MOUs. This delegation is expressly permitted by County ordinance.

DISCUSSION: The BOCC updated the Historic Properties Tax Credit Ordinance in April of 2024. With the update, qualifying municipalities are explicitly defined and require the municipality to have exterior design review equivalent to those standards in place with the County’s Historic Preservation District as defined in the Zoning Ordinance or by delegation of permit review authority through a recorded MOU. Prior to the update in 2024, qualifying municipalities were not defined in the Ordinance. The purpose of HDC permit review is to ensure the activities proposed by the permit are in conformance with the County’s adopted Design Guidelines for Historic Structures and the Secretary of Interior Standards and Guidelines for Rehabilitation. The permit review would be VOLUNTARY as it will only apply when structures are pursuing tax credits. HDC review is not anticipated to add any additional time to the permit review. The HDC held a workshop in July of 2025 where they invited municipalities to comment on a draft MOU as well as to introduce the updated Historic Properties Tax Credit Program. The Towns of Smithsburg and Funkstown have reviewed the information and completed the necessary town procedures to execute each MOU.

FISCAL IMPACT: None

CONCURRENCES: County Attorney; Director, Department of Planning and Zoning

ALTERNATIVES: Reject the MOUs

ATTACHMENTS: MOUs

AUDIO/VISUAL NEEDS: N/A

**MEMORANDUM OF UNDERSTANDING FOR HISTORIC PRESERVATION TAX
CREDIT ELIGIBILITY
BETWEEN
THE TOWN OF FUNKSTOWN
AND
THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY,
MARYLAND**

This Memorandum of Understanding for Historic Preservation Tax Credit Eligibility (the “MOU”) is made this ____ day of _____, 2026 (the “Effective Date”) by and between the Town of Funkstown, a Maryland municipal corporation (the “Town”), and the Board of County Commissioners of Washington County, Maryland, a body corporate and politic and a political subdivision of the State of Maryland (the “County”), for Historic Preservation Tax Credit Eligibility for the purpose of making certain properties within the County eligible for a historic preservation tax credit where the property qualifies as a historic structure, and where the property is located in a qualified municipality as further explained this MOU. The Town and the County may collectively be referred to as the “Parties.”

RECITALS

- A. On April 23, 2024, the County enacted Ordinance 2024-23 (the “Ordinance” or the “Tax Credit Ordinance”), an ordinance designed to further expand a 1990 County ordinance which granted a County property tax credit to certain historic structures located in specifically defined districts within the County.
- B. The purpose of the Tax Credit Ordinance is to expand its eligibility to all citizens within the County who possess Historic Structures which may be eligible for a property tax credit.
- C. The Tax Credit Ordinance provides that a Historic Structure situated within a “Qualified Municipality” may qualify for the property tax credit granted by the Ordinance.
- D. A “Qualified Municipality” is defined as a municipality with exterior design requirements that are equivalent to those established by the Historic District Commission.
- E. A municipality may also become a “Qualified Municipality” if the municipality executes a Memorandum of Understanding whereby the municipality grants permit review authority to the Historic District Commission.

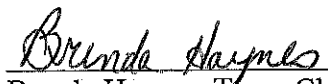
NOW, THEREFORE, in consideration of the foregoing Recitals, each of which is incorporated in and made a substantial part of this MOU, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, and intending to be legally bound, the Parties hereby covenant and agree as follows:

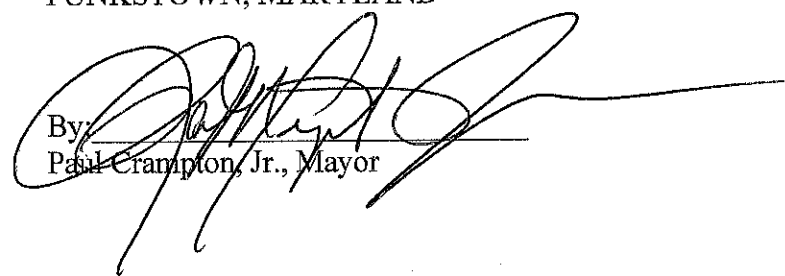
1. Consistent with Section 1.04b(i) of the Tax Credit Ordinance, a municipality may become a Qualified Municipality by granting permit review authority to the County's Historic District Commission.
2. The Town hereby agrees to grant the Historic District Commission the authority to review and apply exterior design review requirements to applicants seeking property tax credits for their Historic Structures.
3. The Historic District Commission agrees to review applications for properties located within the Town, and to use the same exterior design review standards that it uses for all Historic Structures within the County.

IN WITNESS WHEREOF, the Parties have caused this MOU to be duly executed and delivered.

ATTEST:

MAYOR AND COUNCIL OF
FUNKSTOWN, MARYLAND


Brenda Haynes, Town Clerk

By: 
Paul Crampton, Jr., Mayor

BOARD OF COUNTY
COMMISSIONERS OF WASHINGTON
COUNTY, MARYLAND

ATTEST:

Dawn Marcus, County Clerk

By: _____
John F. Barr, President

**MEMORANDUM OF UNDERSTANDING FOR HISTORIC PRESERVATION TAX
CREDIT ELIGIBILITY
BETWEEN
THE TOWN OF SMITHSBURG
AND
THE BOARD OF COUNTY COMMISSIONERS OF WASHINGTON COUNTY,
MARYLAND**

This Memorandum of Understanding for Historic Preservation Tax Credit Eligibility (the “MOU”) is made this ____ day of _____, 2026 (the “Effective Date”) by and between the Town of Smithsburg, a Maryland municipal corporation (the “Town”), and the Board of County Commissioners of Washington County, Maryland, a body corporate and politic and a political subdivision of the State of Maryland (the “County”), for Historic Preservation Tax Credit Eligibility for the purpose of making certain properties within the County eligible for a historic preservation tax credit where the property qualifies as a historic structure, and where the property is located in a qualified municipality as further explained this MOU. The Town and the County may collectively be referred to as the “Parties.”

RECITALS

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- B. The purpose of the Tax Credit Ordinance is to expand its eligibility to all citizens within the County who possess Historic Structures which may be eligible for a property tax credit.
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- D. A “Qualified Municipality” is defined as a municipality with exterior design requirements that are equivalent to those established by the Historic District Commission.
- E. A municipality may also become a “Qualified Municipality” if the municipality executes a Memorandum of Understanding whereby the municipality grants permit review authority to the Historic District Commission.

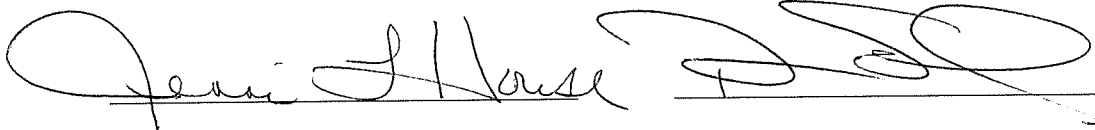
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1. Consistent with Section 1.04b(i) of the Tax Credit Ordinance, a municipality may become a Qualified Municipality by granting permit review authority to the County's Historic District Commission.
2. The Town hereby agrees to grant the Historic District Commission the authority to review and apply exterior design review requirements to applicants seeking property tax credits for their Historic Structures.
3. The Historic District Commission agrees to review applications for properties located within the Town, and to use the same exterior design review standards that it uses for all Historic Structures within the County.

IN WITNESS WHEREOF, the Parties have caused this MOU to be duly executed and delivered.

ATTEST:

MAYOR AND COUNCIL OF
SMITHSBURG, MARYLAND

The image shows two handwritten signatures. The signature on the left is 'Jenni House' and the signature on the right is 'Donald L. Souders'. Both signatures are written in black ink and are positioned above their respective printed names.

Jenni House, Town Clerk

By:
Donald L. Souders, Mayor

ATTEST:

BOARD OF COUNTY
COMMISSIONERS OF WASHINGTON
COUNTY, MARYLAND

Dawn Marcus, County Clerk

By: _____
John F. Barr, President



Agenda Report Form

Open Session Item

SUBJECT: Permission to apply for and accept MEDCO Business Ready Sites Program at HGR.

PRESENTATION DATE: July 21st, 2026

PRESENTATION BY: Jonathan Horowitz, Director, Department of Business and Economic Development

RECOMMENDED MOTION: Approve application to grant program and acceptance of in-kind funds if awarded.

REPORT-IN-BRIEF: Site readiness is a direct pathway to economic competitiveness. The Maryland Economic Development Corporation (MEDCO) hosts a grant program titled The Maryland Business Ready Sites Program (MBRSP). The program aims to enhance Maryland's industrial and commercial infrastructure by identifying and improving potential development sites across the state. The program provides financial support to public and private sector applicants for the purpose of site characterization and site improvements, with the goal of making properties more attractive for business relocation, expansion, and investment.

I am seeking permission today to apply for and potentially accept funding under the Site Characterization portion of the program.

DISCUSSION: The target property for this grant program is 40 vacant acres of greenspace land currently available for development at the Hagerstown Regional Airport (HGR).

1. **Site Assessment:** A site selection professional and a site engineering firm (referred to as Site Development Professionals) will assess the site to:

- Evaluate the existing development and infrastructure, including road access, utility capacity, etc. If desired, coordinate with the local utility provider for a Conceptual Load Study, which will be included in the report.
- Identify any additional development required to bring the site to higher Tier levels.
- Estimate the costs of necessary improvements.
- Provide insight on end-use industries to target based upon the site's size, location, and estimated utility capacity.

MEDCO will supply up to \$10,000 of in-kind site development professional services if successfully awarded.

FISCAL IMPACT: No impact on County finances.

CONCURRENCES: N/A

ALTERNATIVES: Deny application to grant program.

ATTACHMENTS: Grant program description

AUDIO/VISUAL NEEDS: N/A

- [Contact](#)



Maryland Business Ready Sites Program

Site readiness is a direct pathway to economic competitiveness.

The Maryland Business Ready Sites Program (MBRSP) aims to accelerate investment by growing our inventory of shovel-ready sites across the state. By providing financial support to defray the costs of site characterization and site improvements and providing collaborative marketing support, this program will enable significant investment across Maryland from the leading industries of today and tomorrow.

MBRSP was created by Governor Wes Moore on December 19, 2024 by [Executive Order](#), which reimagined how the State of Maryland fosters economic growth. MEDCO is proud to implement this program in close coordination with state, county and municipal economic development officials across Maryland.

Program Components

There are three pillars of support available through the MBRSP:

Site Characterization Grants

Assessing the readiness of a potential site for industrial or commercial development. This grant covers the costs of retaining site development professionals to evaluate the site's current development status and its potential for future use, placing the site on a 1 through 5 tier scale ("Ready Score"). Site Characterization Grants provide in-kind services totaling up to \$10,000, with the goal of developing a shared understanding of a site's needs and next steps.

Site Improvement Grants

Supporting infrastructure development and improvements necessary to make a site competitive for industrial or commercial use. This grant supports costs associated with infrastructure upgrades, environmental remediation and other site development needs. Grant amounts vary; FY 2026 grants ranged from \$125,000 to \$450,000. A 3:1 or higher match is expected for competitive projects.

Collaborative Marketing Support

Assisting local jurisdictions and the State with marketing sites that have received Site Characterization or Site Improvement Grants through the Maryland Business Ready Sites Program. Support for grantees includes publication in the MBRSP Sites Dashboard, Site Characterization Reports (where applicable), and related deliverables, as well as ongoing access to MEDCO's suite of services.

Eligible Sites

The Maryland Business Ready Sites Program is intended for sites, or portions thereof, that are: greenfields, brownfields or redevelopment sites in a pre-development phase; a minimum of 5 acres; intended for solely industrial or commercial purposes; intended to be occupied primarily by private sector companies in the industries specific in the MBRSP Program Guidelines; and are not otherwise restricted from further development.

Eligible Applicants

MBRSP is open to applications from public sector or related entities (counties, municipalities and authorities thereof) and private sector entities that own and/or have development rights to the land and agree to certain conditions outlined in the MBRSP Program Guidelines.

To submit applications and supporting documents, please go to: <https://medco-corp.wizehive.app/organization/opportunities>.

For questions, please contact sites@medco-corp.com.



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0339) One (1) New 2026 Caterpillar 285 XE Compact Track Loader, and Four (4) New AMI Rotary Sweepers (HS0932) for the Washington County Highway Department

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement Director; Zane Rowe, Deputy Director, Public Works - Highways

RECOMMENDED MOTION: Move to authorize by Resolution, for the Washington County Highway Department to purchase One (1) New 2026 Caterpillar 285 XE Compact Track Loader, and Four (4) New AMI Rotary Sweepers (HS0932) from Carter Machinery Company, Inc., of Baltimore, MD, for a total purchase price of \$215,754 for the Track Loader and \$71,876 for the Sweepers and to utilize a competitively bid cooperative contract (No. 020223-CAT) that was awarded by Sourcewell.

REPORT-IN-BRIEF: The New Caterpillar Tracker Loader will replace one (1) 2003 Freightliner FL-80 Hook Truck with 47,000 miles, one (1) 1989 DP Mfg. Guardrail Post Driver with 1,161 hours, and one (1) 1989 John Deere Dozer with 2,000 hours, and the four (4) New Rotary Sweepers will replace four (4) Self-Contained Sweeper units that are high maintenance.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. Sourcewell took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of this equipment in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from direct cost savings in the purchase of this equipment because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Sourcewell contract provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting, and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Capital Improvement account EQP042 for this purchase.

ALTERNATIVES:

1. Process a formal bid and the County could possibly incur a higher cost for the purchase, or
2. Do not award the purchase.

ATTACHMENTS: Resolution and Carter Quotes dated June 25 & 26, 2026

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0339] One [1] New 2026 Caterpillar 285 XE Compact Track Loader, and Four [4] New AMI Rotary Sweepers [HS0932] for the Washington County Highway Department)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), § 1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of § 1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase one (1) new 2026 Caterpillar 285 XE Compact Track Loader, and four (4) new AMI Rotary Sweepers (HS0932) from Carter Machinery Company, Inc., of Baltimore, Maryland, for a total purchase price of \$215,754, for the Track Loader and \$71,876, for the Sweepers, and to utilize a competitively bid cooperative contract (No. 020223-CAT) that was awarded by Sourcewell.

Eliminating the County's bid process will result in administrative and cost savings for the County. The County will benefit with direct cost savings because of the economies of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to § 1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to purchase one (1) new 2026 Caterpillar 285 XE Compact Track Loader, and four (4) new AMI Rotary Sweepers (HS0932) from Carter Machinery Company, Inc., of Baltimore, Maryland, for a total purchase price of \$215,754, for the Track Loader and \$71,876, for the Sweepers, and to utilize a competitively bid cooperative contract (No. 020223-CAT) that was awarded by Sourcewell.

Adopted and effective this ____ day of July, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740



Carter

CAT

June 25, 2026

WASHINGTON COUNTY HIGHWAY DIVISON
601 NORTHERN AVENUE
HAGERSTOWN, MD 21742
Attention: ZANE ROWE

RE: Quote 224294-REVISION3

Mr. Rowe,

We would like to offer the same terms and conditions as the **Sourcewell Contract #020223-CAT** for the purchase of

(1) NEW 2026 CATERPILLAR 285 XE COMPACT TRACK LOADER

Thank you for the opportunity to provide you a quote for your equipment needs. **This quotation is valid until 9/1/26.** If there are any questions, please do not hesitate to contact me.

Regards,

Brent D. Stewart

Brent D. Stewart
Governmental Machine Sales
Carter Machinery Co. Inc.
443-764-7692
Brent_stewart@cartermachinery.com

MACHINE SPECIFICATIONS

Description	Reference No
285XE 05A COMPACT TRACK LOADER	586-0298
CAB PACKAGE, ULTRA	661-5416
GUARDING / SEALING PKG, (HD1)	614-9440
IDLER WHEELS, TRIPLE FLANGE	645-9279
TRACK,RUBBER,450MM(17.7IN)BAR	594-6234
HYDRAULICS, PERFORMANCE (HP6)	610-4977
COOLER, STANDARD	637-6639
COLD STARTING PACKAGE (120V)	651-5072
REAR LIGHTS	579-2312
COMFORT PKG, ENCLOSED CAB,HVAC	657-2199
AIR CONDITIONING, R134A REF	661-1440
SEAT,AIR SUSPENSION,HEAT/VENT	585-9588
DOOR, CAB, GLASS	593-7243
INTEGRATED RADIO	651-8586
SEAT BELT, 2"	613-1924
TECHNOLOGY PACKAGE (T5)	619-3999
FAN,COOLING, DEMAND, REVERSING	615-1629
PRODUCT LINK, CELLULAR PLE643	579-2324
OIL, HYDRAULIC, COLD OPERATION	586-0249
COUPLER, HYD, SELF LVL,RTD,WTP	619-4018
CERTIFICATION ARR, P65	650-7134
INSTRUCTIONS, ANSI, USA	586-0247
BEACON, AMBER LED	638-6745
HOSE GUIDE, ATTACHMENT	640-5405
COUNTERWEIGHT,MACHINE,EXTERNAL	616-1322
PROTECTION, HYD. COUPLER LINES	652-1969
6 WAY DOZER BLADE, 92 INCH	541-0945
BUCKET-GP, 86", BOCE	642-4160

CATERPILLAR LIST PRICE	\$190,706.00
<u>SOURCEWELL DISCOUNT OF 25% OFF OF LIST PRICE</u>	<u>-47,676.00</u>
SALE PRICE	\$143,030.00
GUARD RAIL PRO POST DRIVER	55,500.00
<u>5 YEAR / 5000 HOUR TOTAL MACHINE WARRANTY W/TTM</u>	<u>17,224.00</u>

TOTAL SALE PRICE	\$215,754.00
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June 26, 2026

WASHINGTON COUNTY HIGHWAY
601 NORTHERN AVENUE
HAGERSTOWN, MARYLAND 21742
ATTENTION: MR. JACK REYNARD

RE: Quote – BROOM REVISED

Mr. Reynard,

We would like to offer the same terms and conditions as the **Sourcewell Contract #020223-CAT** for the purchase of

AMI ROTARY SWEEPER (HS0932)	\$21,081.00
<u>SOURCEWELL DISCOUNT OF 15% OFF OF LIST PRICE</u>	<u>-3,162.00</u>

SALE PRICE	\$17,919.00
<u>PDI, FREIGHT, AND DELIVERY</u>	<u>550.00</u>

TOTAL SALE PRICE	\$18,469.00 PER UNIT
<u>ADDITIONAL VOLUME DISCOUNT (4 UNITS MINIMUM)</u>	<u>-500.00</u>

ADJUSTED SALE PRICE	\$17,969.00 PER UNIT
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ADJUSTED PRICE FOR (4) UNITS	\$71,876.00
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Thank you for the opportunity to provide you a quote for your equipment needs. **This quotation is valid until 9/1/26.** If there are any questions, please do not hesitate to contact me.

Regards,

Brent D. Stewart

Brent D. Stewart
Key Account Manager - Governmental
Carter Machinery Co. Inc.
443-764-7692
Brent_stewart@cartermachinery.co



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0340) Seven (7) Bengal Boom Mowers Model RT50D-SW for the Washington County Highway Department

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement Director; Zane Rowe, Deputy Director, Public Works - Highways

RECOMMENDED MOTION: Move to authorize by Resolution, for the Washington County Highway Department to purchase Seven (7) Bengal Boom Mowers Model RT50D-SW from Stephenson Equipment, Inc., of Hagerstown, MD, for the total amount of \$141,342.46 and to utilize a competitively bid cooperative contract (No. 032525-AGI) that was awarded by Sourcewell.

REPORT-IN-BRIEF: The new mowers will replace existing brush heads designed for heavy brush and small trees, but not well suited to grass.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. Sourcewell took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of these mowers in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from direct cost savings in the purchase of these mowers because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Sourcewell contract provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting, and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Capital Improvement account EQP042 for this purchase.

ALTERNATIVES:

1. Process a formal bid and the County could possibly incur a higher cost for the purchase, or

2. Do not award the purchase.

ATTACHMENTS: Resolution and Stephenson Equipment Quote dated July 6, 2026

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0340] Seven [7] Bengal Boom Mowers Model RT50D-SW for the Washington County Highway Department)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), § 1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of § 1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase seven (7) Bengal Boom Mowers Model RT50D-SW from Stephenson Equipment, Inc., of Hagerstown, Maryland, for the total amount of \$141,342.46, and to utilize a competitively bid cooperative contract (No. 032525-AGI) that was awarded by Sourcewell.

Eliminating the County's bid process will result in administrative and cost savings for the County. The County will benefit with direct cost savings because of the economies of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to § 1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to purchase seven (7) Bengal Boom Mowers Model RT50D-SW from Stephenson Equipment, Inc., of Hagerstown, Maryland, for the total amount of \$141,342.46, and to utilize a competitively bid cooperative contract (No. 032525-AGI) that was awarded by Sourcewell.

Adopted and effective this ____ day of July, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740

Quotations are valid for 30 days, prices are subject without notice.
Dealer supplied tractors require a review of the build codes prior to accepting an order.
Standard Terms of Sale Apply.
Gov Mowing Territory Managers can supply standard tractor build codes upon request.
Refer to tractor adaptability list or consult a Gov Mowing TM for tractor / mower compatibility questions.



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0341) Four (4) Pavijet Mini Paver Attachments Model MG7 SUPER (side discharge w/screed) for the Washington County Highway Department

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement Director; Zane Rowe, Deputy Director, Public Works - Highways

RECOMMENDED MOTION: Move to authorize by Resolution, for the Washington County Highway Department to purchase Four (4) Pavijet Mini Paver Attachments Model MG7 SUPER (side discharge w/screed) from AG-Industrial, Inc., of New Holland, PA, for a total purchase price of \$221,821 and to utilize a competitively bid cooperative contract (No. 4400028058) that was awarded by Costars.

REPORT-IN-BRIEF: The mini pavers will replace two (2) Leeboy Maintainers; one 1994 with 2,350 hours and one 1999 with 2,000 hours. These four (4) Pavejet units will be used along with the compact track loaders at all four (4) Highway Department Districts.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. The Commonwealth of Pennsylvania took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of this equipment in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from direct cost savings in the purchase of this equipment because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Costars contract provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting, and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's Capital Improvement account EQP042 for this purchase.

ALTERNATIVES:

1. Process a formal bid and the County could possibly incur a higher cost for the purchase, or
2. Do not award the purchase.

ATTACHMENTS: Resolution and AG Industrial Quote dated June 24, 2026

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0341] Four [4] Pavijet Mini Paver Attachments Model MG7 SUPER for the Washington County Highway Department)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), § 1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of § 1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Highway Department seeks to purchase four [4] Pavijet Mini Paver Attachments Model MG7 SUPER (side discharge with screed) from AG-Industrial, Inc., of New Hooland, Pennsylvania, for a total purchase price of \$221,821, and to utilize a competitively bid cooperative contract (No. 4400028058) that was awarded by Costars.

Eliminating the County's bid process will result in administrative and cost savings for the County. The County will benefit with direct cost savings because of the economies of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to § 1-106.3 of the Public Local Laws, that the Highway Department is hereby authorized to purchase four [4] Pavijet Mini Paver Attachments Model MG7 SUPER (side discharge with screed) from AG-Industrial, Inc., of New Hooland, Pennsylvania, for a total purchase price of \$221,821, and to utilize a competitively bid cooperative contract (No. 4400028058) that was awarded by Costars.

Adopted and effective this ____ day of July, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS

OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740



110 S. RAILROAD AVE. NEW HOLLAND, PA 17557 PHONE: (717) 354-4191 FAX: (717) 355-2272

Date: June 24, 2026

Attn: Zane Rowe, Jack Reynard, Paul Hottinger

Phone: +1 (240) 313-2727; 675-1237; 313-0093

Email: zrowe@washco-md.net, jreynard@washco-md.net, phottinger@washco-md.net

To: Washington County Hwy Dept

Address: 601 Northern Ave
Hagerstown MD 21740

Delivery: same

Pricing and discount based on PA DGS
COSTARS contract #4400028058 held by
AG-Industrial - Vendor #336847

Quote: WAS20260624DLW

A PO may be issued utilizing this quote (without update) if it is received by EOD August 15 , 2026.

	Item Description	List Price	COSTARS Price
	One Pavijet Mini Paver Model MG7 SUPER (side discharge w/screed) with features as follows: - Connects to a skid/wheel loader or similar machine - Direction of movement: FORWARD - Paving width from 15.75" to 78.74" (via side discharge auger - Paving thickness from 1.96" to 9.84" (5 to 25cm) - Hopper capacity 2.61 cubic yards (2.0 cubic meters) / 4.8 tons asphalt - Hydraulic system controlled by the operator on the skid loader or with remote control from outside - Hand pump for washing machine - Machine functions are run with hydraulics - Customer supplies: 20 lb. propane tank (see cage option)* - Control box for SS cab w/20Ah battery pack - Remote control (for external control operat.) - Overall dimensions closed/travel: Height 65.35" - Hydraulic system for thickness regulation - Hydraulic hopper for lateral material loading - Vibrating screed 60 Hz / 12 Volt - Automatic material flow control Automatic grade control - Material can be loaded directly into the hopper from std. dump truck (best fill results if DT has a material slide extension under/behind the tailgate).	\$ 50,500.00	\$ 47,975.00
	Tariffs	\$ 4,800.00	\$ 4,800.00
	Freight/Delivery	\$ 1,900.00	\$ 1,600.00
	PDI [= \$550], Training [= \$2410]	\$ 3,950.00	\$ 2,960.00
	Sub-Total Pavijet	\$ 61,150.00	\$ 57,335.00
	Less Automatic Grade Control	\$ (1,510.00)	\$ (1,434.50)
	Total Pavijet	\$ 59,640.00	\$ 55,900.50
	OPTIONS (HIGHLY RECOMMENDED)		
Option1:	*20 lbs. propane tank mount ("Customer Supplies. 20lb....tank")	\$ 132.00	\$ 125.00
Option2:	Plug and Socket control box/power cable connector	\$ 375.00	\$ 355.75
Option 3: AGI-SI	AGI Quick Attach Spacer with serrated steps; SSL/CTL-Attachments' interface. Provides ~6.5" extra clearance between the loader and its attachment. [Price- when ordered for delivery with MG7S]	\$ 2,770.00	\$ 2,631.50
	Sub-Total "OPTIONS":	\$ 3,277.00	\$ 3,112.25
	Total Pavijet and ALL Options :	\$ 62,917.00	\$ 59,012.75
4	Total Pavijet and all options before multi-unit discount Each unit = \$ 59,012.75	\$ 251,668.00	\$ 236,051.00
Multi-	Unit discount; plus, deduction factoring 1-training, not 4		\$ (14,230.00)
4	Total Pavijet and all options with multi-unit discount, + Each unit = \$ 55,455.25		\$ 221,821.00

Option1 and Option2 are Dealer installed to align with after-delivery modifications done or requested by many customers. Option 3 has been retro-ordered by current Pavijet users and is recommended for ease of ingress/egress of SSL/CTL cab; highly recommended!

TERMS:

- Tariff fees beyond those known at time of quote will be reviewed and may be assessed.
- Availability for the MG7 Super is 2-3 months to delivery.
- Delivery and training priced into "Total". Training by AG-Industrial is mandatory for warranty validation.
- Availability and pricing subject to change without notice. Please request a refreshed quote before placing your PO.
- To reserve and secure your unit, a Purchase Order is needed on Govt. agency letterhead. Payment Net 30 days after delivery of equipment.
- 1-year warranty

Thank you for the opportunity to address your equipment needs. I look forward to your response.

Duane Witmer

Government/Municipal Sales

C: +1 (717) 875-1850

dwitmer@agindustrial.com



Photos are indicative only; features or options may be different than those shown. Shown: QA Spacer & MG7 Super Pavijet



Agenda Report Form

Open Session Item

SUBJECT: Sole Source Procurement Award (PUR-1833) for Peer Recovery Specialist

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement Director, and Meaghan Willis, LCSW-C, Program Director

RECOMMENDED MOTION: Motion to approve a sole-source award to Recover and Rise, LLC in the amount of \$64,500.00 for Peer Recovery Specialist services at the Day Reporting Center, as approved under the Governor's Office of Crime Prevention and Policy's Day Reporting Center Expansion (DRCE) grant, for the period of July 1, 2026, through June 30, 2027.

REPORT-IN-BRIEF: Empowering and recovery-focused peer recovery services provided by Recover and Rise, LLC are focused on promoting recovery, stability, and successful community reintegration for participants of the Day Reporting Center. Peer Recovery Specialist services are available throughout all phases of the program and are designed to provide participants with advocacy, individualized support, assistance with treatment planning, and encouragement in achieving personal recovery goals. The target population for these services are participants of the Day Reporting Program; however, peer support often extends beyond individual recovery by strengthening relationships, increasing engagement in treatment, and promoting overall wellness.

DISCUSSION: The Day Reporting Center wishes to apply Section 1-106.2(a)(1) to the Code of Local Public Laws of Washington County, Maryland, to the procurement requested. This section states that sole source procurements are authorized and permissible when (1) only one source exists that meets the County's requirements.

This request requires the approval of four (4) out of the five (5) Commissioners in order to proceed with a sole-source procurement. If approved, the following remaining steps of the process will occur as outlined by the law: 1) Not more than ten (10) days after the execution and approval of a contract under this section, the procurement agency shall publish a notice of award in a newspaper of general circulation in the County, and 2) An appropriate record of the sole source procurement shall be maintained as required.

FISCAL IMPACT: Funding is available in 515000-24-24100-GRT544 in the amount of \$64,500.00 for this purchase.

CONCURRENCES: N/A

ALTERNATIVES: Deny approval for submission of this request

ATTACHMENTS: Scope of Services, Letter of Approval from Governor's Office of Crime Prevention dated June 4, 2026 and Governor's Office of Crime Prevention grant adjustment notice.

Scope of Services

Peer Recovery Specialist

Recover and Rise, LLC will provide Peer Recovery Specialist services to participants enrolled in the Day Reporting Center (DRC) program. The Peer Recovery Specialist will serve as an integral member of the DRC treatment team, providing recovery-oriented support, advocacy, and encouragement to assist participants in achieving stability, personal goals, and successful community reintegration.

Services will include, but are not limited to:

- Providing individualized peer recovery support sessions to DRC participants focused on recovery, wellness, goal development, accountability, and overcoming barriers to success.
- Assisting participants with identifying personal recovery goals and developing strategies to achieve those goals.
- Providing advocacy, encouragement, and support while assisting participants in navigating treatment, recovery resources, and community-based services.
- Supporting participant engagement in treatment services through collaboration with DRC staff, treatment providers, and community partners.
- Assisting with treatment planning and providing participant feedback and progress updates as appropriate.
- Facilitating recovery-focused groups and educational sessions that support skill development, wellness, relapse prevention, and long-term recovery.
- Participating as a member of the DRC team by attending staff meetings, collaborating on participant needs, and contributing to a coordinated approach to service delivery.
- Conducting drug screenings in accordance with DRC policies and procedures and supporting accountability measures within the program.
- Providing ongoing support throughout all phases of the DRC program, including aftercare and continued recovery support as needed.
- Documenting services provided and maintaining records in accordance with DRC requirements and applicable standards.
-

Recover and Rise, LLC will provide services through qualified peer recovery staff under the supervision of a Registered Peer Supervisor with extensive knowledge and experience in peer recovery services.

WES MOORE
Governor

ARUNA MILLER
Lieutenant Governor



DOROTHY LENNIG
Executive Director

June 04, 2026

Ms. Meaghan Willis
Program Director
Washington County Board of Commissioners
145 IKO Way
Suite 101
Hagerstown, MD 21740

RE: DRCE-2027-0001

Dear Ms. Willis:

I am pleased to inform you that your grant application entitled, "**Day Reporting Center: Support for Change and Lasting Reintegration,**" in the amount of \$270,000.00 has received approval under the Adult Day Reporting Center Program program. John F. Barr has received the grant award packet containing information and forms necessary to initiate the project.

Enclosed are the Notification of Project Commencement, Special Conditions, programmatic forms, and Budget Notice. The General Conditions for all of our awards are also located online, at www.goccp.maryland.gov. A copy of the grant award letter is also included.

It is essential, as the project director, that you submit the **Notification of Project Commencement** to indicate the starting date of your project **within 30 calendar days** after receiving your grant award packet. **No financial forms can or will be processed** unless the Notification of Project Commencement has been signed and uploaded to the Grants Management System.

Please be sure to review the grant award. As the project director you are responsible for the operation, administration, and the completion of the forms necessary to initiate and report project activities and comply with the special conditions. It is important that you understand all the Special Conditions attached to this award, as they are specific to your funding source. One General Condition that must be emphasized is that none of the principal activities of the project may be sub-awarded to another organization without written prior approval by the Governor's Office of Crime Prevention and Policy.

Sample copies of your programmatic reporting questions are included with this award package, but you are required to complete **all** reporting electronically, using our web-based Grants Management System (GMS, https://grants.goccp.maryland.gov/BLIS_GOCCP). Training videos and a downloadable GMS user's guide are available online at www.goccp.maryland.gov.

Electronic programmatic reports must be submitted within 15 calendar days after the end of each quarter. Electronic financial reports must be submitted within 30 calendar days after the end of each quarter. Submitted reports that have not yet been approved may be sent back to you electronically for edits if requested.

Approved electronic financial reports may only be revised manually, not electronically, by submitting a revised financial report as a paper hard copy or a scan of the paper document. Revisions are allowed to be submitted up to 60 days after the end date of each quarter. These revisions are only accepted if the initial quarterly report was submitted within the mandatory time frame noted above.

Any request for changes or modifications to the project as awarded must be made online using the Grants Management System.

If the purchase of furniture/equipment is part of this grant project and you are a governmental agency, it is required that such purchases are made by competitive bid or through your approved governmental procurement process and that inventory records be maintained.

Should you have any questions or need any clarification regarding this award, **please have your award number when you call** so that you can be referred to the appropriate program manager (**Breyann Williams**) or fiscal team member (**Dorothy Lee**). This will enable us to provide you with technical assistance and information in a timely manner.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jacqueline Adams', with a stylized flourish at the end.

Jacqueline Adams

Funding Manager

cc: Mr. John F. Barr

GRANT ADJUSTMENT NOTICE**Adjustment No: 1**

TITLE OF PROGRAM: Day Reporting Center: Support for Change and Lasting Reintegration P7600028

FUNDING AGENCY: Washington County Board of Commissioners

FUNDING SUBAGENCY: Washington County Sheriff's Office

FUNDING PERIOD: 07/01/2026 To 06/30/2027

SECTION I. DEOBLIGATIONS & REOBLIGATIONS:

Previous Amount of Grant Award	\$270,000.00
Reobligation / Deobligation Amount	\$0.00
Adjusted Amount of Award	\$270,000.00

Operating Expenses

Description	Funding	Quantity	Unit Cost	Total Budget
Office Supplies and Printing	Grant Funds	1	\$9,600.00	\$9,600.00
Testing devices	Grant Funds	900	\$3.28	\$2,952.00

Operating Expenses Total: \$12,552.00

Contractual Services

Description	Funding	Quantity	Unit Cost	Total Budget
8 Dimensions of Wellness group	Grant Funds	50	\$150.00	\$7,500.00
Building Positive Relationships	Grant Funds	99	\$150.00	\$14,850.00
Business of Living	Grant Funds	50	\$100.00	\$5,000.00
DBT Groups	Grant Funds	49	\$200.00	\$9,800.00
Foundations for Recovery group	Grant Funds	50	\$150.00	\$7,500.00
GPS - BI, Inc.	Grant Funds	1	\$25,000.00	\$25,000.00
Healing Through Movement group	Grant Funds	48	\$100.00	\$4,800.00
New Pathways (peer recovery group)	Grant Funds	50	\$150.00	\$7,500.00
Peer Recovery Specialist - Recover & Rise, LLC.	Grant Funds	1290	\$50.00	\$64,500.00
RISE (Rebuilding Independence through Smart Economics)	Grant Funds	96	\$150.00	\$14,400.00
Sexual Health	Grant Funds	49	\$150.00	\$7,350.00
Sober House Rent	Grant Funds	1	\$25,500.00	\$25,500.00
THRIVE	Grant Funds	50	\$100.00	\$5,000.00
Transportation	Grant Funds	1	\$18,748.00	\$18,748.00

Contractual Services Total: \$217,448.00

Other

Description	Funding	Quantity	Unit Cost	Total Budget
Clinical Training and Certification	Grant Funds	1	\$12,000.00	\$12,000.00
General Client Needs	Grant Funds	1	\$5,000.00	\$5,000.00
Laptops	Grant Funds	0	\$20,000.00	\$20,000.00
Workbooks/curriculum guides	Grant Funds	1	\$3,000.00	\$3,000.00

Other Total: \$40,000.00

SECTION II. CHANGES:

No Changes to Project Director

No Changes to Fiscal Officer

No Changes to GOCCP Grant Monitor

No Changes to Fiscal Specialist

No Changes to Funding Manager

No Changes to Start Date

No Changes to End Date



Agenda Report Form

Open Session Item

SUBJECT: Sole Source Procurement Award (PUR-1834) for Mental Health Case Management Program – Adults and Older Adults

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement Director, and Meaghan Willis, LCSW-C, Program Director

RECOMMENDED MOTION: Motion to approve a sole source award to Potomac Community Services in the amount of \$71,983 for Mental Health Case Management Program – Adults and Older Adults, aligning with Maryland’s Department of Health, Behavioral Health Administration, targeted case manager approved by Maryland’s Department of Health on June 15, 2026 for a period of May 28, 2026 through May 27, 2027.

REPORT-IN-BRIEF: Supportive and encouraging case management services, while rendered predominantly at the Day Reporting Center, are focused on promoting stability in community living and working in Washington County. Participants of the program can receive case management services throughout all phases of the program and participate in aftercare services as needed. The target population for services are individual participants of the Day Reporting Program; however, family reunification is often a component that is vital to the wholeness of the individual. PCS’ case management services are delivered in such a way to promote wholeness and healthiness of the entire family.

DISCUSSION: The Day Reporting Center wishes to apply Section 1-106.2(a)(1) to the Code of Local Public Laws of Washington County, Maryland, to the procurement requested. This section states that sole source procurements are authorized and permissible when (1) only one source exists that meets the County’s requirements.

This request requires the approval of four (4) out of the five (5) Commissioners in order to proceed with a sole-source procurement. If approved, the following remaining steps of the process will occur as outlined by the law: 1) Not more than ten (10) days after the execution and approval of a contract under this section, the procurement agency shall publish a notice of award in a newspaper of general circulation in the County, and 2) An appropriate record of the sole source procurement shall be maintained as required.

FISCAL IMPACT: Funding is available in the department's operating budget 515000-10-11321 in the amount of \$71,983 for this purchase.

CONCURRENCES: The Behavioral Health Administration allows for one targeted case management agency per county; Washington County’s being Potomac Community Services.

ALTERNATIVES: Deny approval for submission of this request

ATTACHMENTS: Scope of Services and Certificate of Approval from Maryland Department of Health

Scope of Services

Mental Health Case Management Program – Adults and Older Adults

Case Management Services

Potomac Case Management Services, Inc. dba Potomac Community Services

Scope of Work for services provided.

Potomac Community Services (PCS) provides on-site case management services for participants of the Washington County Day Reporting Center. Case management services include, but are not limited to;

- Completing individual intake with each participant, which includes goal setting
- Assisting participants with obtaining identification documentation (ID, license, birth certificate, social security card)
- Connection to community resources (food, housing, etc.)
- Attend and complete participant home inspection/approval with the DRC Deputy
- Assist clinician as needed, with Anger Management and Moral Reconciliation Therapy (MRT)
- Assist participants with other community-based appointments
- Assist participants with connections to other professional providers and therapies as needed
- Assist with family reunification and connect to parenting as needed

Supportive and encouraging case management services, while rendered predominantly at the Day Reporting Center, are focused on promoting stability in community living and working in Washington County. Participants of the program can receive case management services throughout all phases of the program and participate in aftercare services as needed. The target population for services is individual participants of the Day Reporting Program; however, family reunification is often a component that is vital to the wholeness of the individual. PCS' case management services are delivered in such a way to promote wholeness and healthiness of the entire family.

PCS case managers typically possess a 4-year degree and have experience providing mental health services in a community-based environment. PCS is the only agency certified by the State of Maryland's Behavioral Health Administration to provide mental health case management in Washington County. *Please see the attached certification.*



Wes Moore, Governor · Aruna Miller, Lt. Governor · Meena Seshamani, M.D., Ph.D., Secretary

Behavioral Health Administration

Rachel Talley, MD

Acting Deputy Secretary Behavioral Health

55 Wade Avenue, SGHC/Voc. Rehab Building

Catonsville, MD 21228

CERTIFICATE OF APPROVAL - COA

TARGET CASE MANAGEMENT

COMAR 10.09.45 – Mental Health Case Management Program - Adults and Older Adults

PROGRAM NAME: Potomac Community Services

JURISDICTION: Washington County

PROGRAM LOCATION: 324 E. Antietam, Suite 301, Hagerstown, Maryland 21740

AUTHORIZED LEVEL OF CARE (LOC):

Adults: X

Children:

LOCAL AUTHORITY:

Core Service Agency (CSA): X

Local Behavioral Health Authority (LBHA):

Local Addictions Authority (LAA):

Jurisdictional Health Department:

APPROVAL STATUS: Approved - Annual

CERTIFICATE OF APPROVAL (COA) AUTHORIZATION SPAN: 5/28/2026 - 5/27/2027

Signature of CSA or LBHA Staff:

Date Signed:

6/15/2026

DocuSigned by:

710E5836664D4D5...

Printed Name of CSA/LBHA Staff:

Carrie Johnson

Signature of BHA Staff:

Date Signed:

6/9/2026

DocuSigned by:

F62A5A97279C46C...

Printed Name of BHA staff:

Hannah Pellissier

Revised: 03/09/2026



Agenda Report Form

Open Session Item

SUBJECT: Contract Award (PUR-1789) County Office Building and Circuit Courthouse Elevator Replacement

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Procurement Director, and Andrew Eshleman, P.E., Division Director of Public Works

RECOMMENDED MOTION: Move to award the contract for the County Office Building and Circuit Courthouse Elevator Replacement to the responsive, responsible firm Callas Contractors LLC, of Hagerstown, MD, with the lowest total bid amount of \$1,586,100.

REPORT-IN-BRIEF: The project consists of elevator replacement work in two buildings: the County Office Building located at 33-35 West Washington Street and the Circuit Courthouse Building located at 95 West Washington Street. Each building site includes the demolition and replacement of two elevators in their entirety. The work includes the fabrication and installation of replacement elevators, building modifications to accommodate the new elevator systems, and the necessary electrical, plumbing, and mechanical equipment, materials, and labor to install and operate.

The Invitation to Bid was advertised on EUNA, the County's online bidding website, and on the State's "eMaryland Marketplace Advantage" website. Nine (9) persons/companies registered/downloaded the bid document online, and Eight (8) firms were represented at the pre-proposal teleconference. Two (2) bids were received.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the capital improvement plan account 30-10910 BLD078 Systemic Improvements Buildings

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation

AUDIO/VISUAL NEEDS: N/A

PUR-1789
COUNTY OFFICE BUILDING AND
CIRCUIT COURTHOUSE ELEVATOR REPLACEMENT

				Callas Contractors, LLC		Nichols Contracting, Inc.	
				Hagerstown, MD		Columbia, MD	
				Total Price	\$1,586,100.00	Total Price	\$1,607,750.00
Line #	Description	QTY	UOM	Unit	Extended	Unit	Extended
1	CountyOffice Building 33-35 West Washington Street – Elevator #1	1	LUMP SUM	\$422,600.00	\$422,600.00	\$427,750.00	\$427,750.00
2	CountyOffice Building 33-35 West Washington Street – Elevator #2	1	LUMP SUM	\$431,100.00	\$431,100.00	\$441,000.00	\$441,000.00
3	CircuitCourthouse Building 95 West Washington Street – Elevator #1	1	LUMP SUM	\$415,700.00	\$415,700.00	\$426,000.00	\$426,000.00
4	CircuitCourthouse Building 95 West Washington Street – Elevator #2	1	LUMP SUM	\$316,700.00	\$316,700.00	\$313,000.00	\$313,000.00



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0338) One (1) New 2026 Chevrolet Silverado 2500HD Crew Cab 4x4 Work Truck for the Department of Stormwater Watershed Services

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Purchasing Director; David Mason, Interim Director of the Department of Environmental Management; and John Swauger, Stormwater Management Coordinator

RECOMMENDED MOTION: Move to authorize by Resolution, for the Department of Stormwater Watershed Services to purchase one (1) New 2026 Chevrolet Silverado 2500HD Crew Cab 4x4 Work Truck from Greencastle Chevrolet of Greencastle, PA for the total amount of \$54,530.15 and to utilize another jurisdiction's contract (No. 025-E25-649) that was awarded by Costars.

REPORT-IN-BRIEF: The new truck will be assigned to the department's Stormwater Inspector. The stormwater inspectors' current truck will be assigned to the Stormwater Maintenance Worker (new position) since it has a lift gate and toolbox necessary for completing stormwater pond maintenance.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. The Commonwealth of Pennsylvania took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of this vehicle in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from direct cost savings in the purchase of this vehicle because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Costars contract provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's operating account 60030-40-40050 for this purchase.

CONCURRENCES: N/A

ALTERNATIVES:

1. Process a formal bid and the County could possibly incur a higher cost for the purchase, or
2. Do not award the purchase of the truck.

ATTACHMENTS: Resolution and Greencastle Chevrolet Quote dated July 6, 2026

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0338] One [1] New 2026 Chevrolet Silverado 2500HD Crew Cab 4x4 Work Truck for the Department of Stormwater Watershed Services)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), § 1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of § 1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Department of Environmental Management seeks to purchase one (1) new 2026 Chevrolet Silverado 2500HD Crew Cab 4x4 Work Truck for the Department of Water Quality from Greencastle Chevrolet of Greencastle, Pennsylvania, for the total amount of \$54,530.15 and to utilize another jurisdiction's contract (No. 025-E25-0649) that was awarded by Costars.

Eliminating the County's bid process will result in administrative and cost savings for the County. The County will benefit with direct cost savings because of the economies of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to § 1-106.3 of the Public Local Laws, that the Department of Environmental Management is hereby authorized to purchase one (1) new 2026 Chevrolet Silverado 2500HD Crew Cab 4x4 Work Truck for the Department of Water Quality from Greencastle Chevrolet of Greencastle, Pennsylvania, for the total amount of \$54,530.15, and to utilize another jurisdiction's contract (No. 025-E25-0649) that was awarded by Costars.

Adopted and effective this ____ day of July, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740



Date: 7/6/2026
Salesperson: Andrew Talton
Manager: Lee Shirley
Customer ID #: M38945

FOR INTERNAL USE ONLY

BUSINESS NAME CONTACT BOARD OF COUNTY COMMISSIONERS OF WA Home Phone : (240) 313-2652
100 W WASHINGTON ST
Address : HAGERSTOWN, MD 21740-4727 Work Phone : (301) 992-0994
WASHINGTON
E-Mail : SHOSE@WASHCO-MD.NET Cell Phone : (301) 992-0994

VEHICLE

Stock # : M200272 New / Used : New VIN : 2GC4KLE77T1200272 Mileage: 0
Vehicle : 2026 Chevrolet Silverado 2500HD Color :
Type : Work Truck 4x4 Crew Cab 6.75 ft. bo
Body Size : Style : Weight : 0 Unit Class :
Market Value Selling Price 56,325.00
Rebate 1,500.00
Adjusted Price 54,825.00
strobe lights 750.00
2 extra sets of keys and remotes 900.00
costars discount -2,500.00
Total Purchase 53,975.00
DealerDoc 490.00
Non Tax Fees 65.15
Balance 54,530.15

Customer Approval: _____ Management Approval: _____
By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.



Agenda Report Form

Open Session Item

SUBJECT: Rescind of Award and Request for Readvertisement (PUR-1800) – Hauling of Scrap Tires at the Forty West Landfill for Recycling

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Brandi Kentner, CPPO, Director, Office of Procurement, and Dave Mason, Deputy Director, Department of Solid Waste

RECOMMENDED MOTION: Move to rescind without prejudice the awarded contract for the Hauling of Scrap Tires at the Forty West Landfill for Recycling from Panda Trucks of Hagerstown, MD, and to seek permission to readvertise for the subject services. We are requesting rescission of this contract due to the vendor not providing several requirements of the contract.

REPORT-IN-BRIEF: On June 9, 2026 the Board of County Commissioners of Washington County awarded Panda Trucks of Hagerstown Md the contract for the hauling of scrap tires from the Forty West landfill for recycling for a total sum of \$108,795 for one year tentatively commencing on July 1, 2026, with an option by the County Commissioners for renewal for up to three (3) additional consecutive one (1) year periods.

The project scope is the removal and recycling of tires periodically as required and requested by the Washington County Solid Waste Department.

The bid was advertised on the State of Maryland's "eMaryland Marketplace Advantage" website and on the County's online bidding website. Seven (7) registrants/vendors accessed the document online, and we received two (2) bids on March 18, 2026, as stated on the bid tab matrix.

DISCUSSION: N/A

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Bid Renewal Re-Evaluation (PUR-1742) Electronics Recycling

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Carin Bakner, CPPB, Buyer, Office of Procurement; Dave Mason, P.E., Interim Director of the Division of Environmental Management

RECOMMENDED MOTION: Move to renew the contract for Electronics Recycling with EACR, Inc. of Lakewood, NJ, based on its letter dated May 20, 2026, requesting an increase for Fiscal Year 2027 as outlined below. The vendor is requesting this increase due to increases in diesel fuel and supply costs.

<u>Product</u>	<u>Unit Price</u> <u>Fiscal Year 2026</u>	<u>Unit Price</u> <u>Fiscal Year 2027</u>
Item No. 1 – Electronics Recycling from 40 West Landfill – CRT Material	\$0.14	\$0.15
Item No. 2 – Electronics Recycling from 40 West Landfill – NON-CRT Material	\$0.10	\$0.15
Item No. 3 – Transportation from 40 West Landfill to Recycling Facility	\$685	\$1,075

REPORT-IN-BRIEF: On June 30, 2026, the Board requested more information regarding this requested increase from the vendor. While this particular service does not fall in any existing category on the Consumer Price Index or the Producer Price Index, we contacted the U.S. Bureau of Labor and Statistics for confirmation and guidance. After speaking with representatives from both CPI and PPI, it was confirmed that this service does not fall into any of their established categories. However, they offered guidance on how to approach a comparison: they suggested we look at fuel and labor as benchmarks. For reference, the Consumer Price Index for fuel currently sits at 37.8%.

Upon further investigation, a comparison of the current bid submittals received as a result of the 2025 solicitation showed continued savings, even with this request for an increase. Initially, the department experienced significant savings per year upon awarding this contract.

On June 3, 2025, the Board originally awarded a contract for the subject services to EACR, Inc. at the prices listed above for Fiscal Year 2026. The term of the contract is for a one (1) year period, that commenced on August 1, 2025, with an option by the County to renew for up to two

(2) additional consecutive one (1) year periods. This is the first of two (2) one (1) year optional renewals of the contract. The County reserves the right to accept or reject any request for renewal by the Bidder, and any increase in unit costs. All other terms and conditions shall remain unchanged.

FISCAL IMPACT: Funds have been approved in the FY'27 budget 588040-21-21200 (Recycling) for these services.

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: Letter of Intent to Renew, dated May 20, 2026.



EACR, Inc

5/20/2026

Brandi Kentner
Procurement Director
Washington County Maryland
100 West Washington Street, Suite 3200
Hagerstown, MD 21740

Subject: Letter of Intent to Continue Electronic Recycling Services

RE: Electronic Recycling (PUR-1742)

Dear Brandi Kentner,

This letter serves as formal notice of our intent to continue providing electronic recycling services under the current agreement/bid arrangement for an additional one-year term, subject to the terms and conditions previously established.

EACR INC has appreciated the opportunity to work with Washington County Maryland and remains committed to delivering reliable, environmentally responsible, and compliant electronic waste recycling services. We are prepared to continue all services at the same high standards of performance, safety, and regulatory compliance that have been maintained throughout the current contract period.

We respectfully request consideration for extension of the existing bid agreement for the period of August 1, 2026 through July 31, 2027. Unless otherwise negotiated, there will be an increase in pricing new pricing is listed below, scope of services, and contractual conditions shall remain in effect during the extension period.



EACR, Inc

Please let us know if any additional documentation or updated information is required to complete the renewal process. We look forward to continuing to do business with Washington County Maryland

Item #1 CRT Material \$.15

Item #2 Non CRT Material \$.15

Item #3 Transportation from 40 West Landfill to EACR INC \$1,075.00

Thank you for your consideration.

Sincerely,

Albert Boufarah
Vice President
EACR INC
732-370-4100
aj@eacrinc.com



Agenda Report Form

Open Session Item

SUBJECT: Intergovernmental Cooperative Purchase (INTG-26-0342) One (1) New 2027 Mack MD7 Dump Truck for the Department of Water Quality

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Carin Bakner, CPPB, Office of Procurement; David Mason, Interim Director of the Department of Environmental Management

RECOMMENDED MOTION: Move to authorize by Resolution, for the Department of Environmental Management to purchase one (1) New 2027 Mack MD7 Dump Truck for the Department of Water Quality from Baltimore Truck Center, Inc. of Hagerstown, MD for the total amount of \$147,686.25, utilizing a competitively bid cooperative contract that was awarded by Sourcewell (Contract No. 032824-MAK).

REPORT-IN-BRIEF: The new truck will replace the department's existing 2001 Freightliner Dump Truck. This meets the County's Vehicle and Equipment Types and Usage Guidelines. The County's replacement guidelines for a Class 7 Dump Truck less than 33,001 lbs. GVWR (Gross Vehicle Weight Rating) is recommended at a ten (10) year economic life cycle. The existing vehicle will be posted for sale on GovDeals.

The Code of Public Laws of Washington County, Maryland (the Public Local Laws) §1-106.3 provides that the Board of County Commissioners may procure goods and services through a contract entered into by another governmental entity, in accordance with the terms of the contract, regardless of whether the County was a party to the original contract. Sourcewell took the lead in soliciting the resulting agreement. If the Board of County Commissioners determines that participation by Washington County would result in cost benefits or administrative efficiencies, it could approve the purchase of this vehicle in accordance with the Public Local Laws referenced above by resolving that participation would result in cost benefits or in administrative efficiencies.

The County will benefit from direct cost savings in the purchase of this vehicle because of the economies of scale this buying group leveraged. I am confident that any bid received as a result of an independent County solicitation would exceed the spend savings that the Sourcewell contract provides through this agreement. Additionally, the County will realize savings through administrative efficiencies as a result of not preparing, soliciting and evaluating a bid. This savings/cost avoidance would, I believe, be significant.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in the department's CIP (Capital Improvement Plan) account VEH010 for this purchase.

CONCURRENCES: N/A

ALTERNATIVES:

1. Process a formal bid and the County could possibly incur a higher cost for the purchase, or
2. Do not award the purchase of the truck.

ATTACHMENTS: Resolution and Baltimore Truck Center, Inc.'s Quote dated July 2, 2026.

AUDIO/VISUAL NEEDS: N/A

RESOLUTION NO. RS-2026-

(Intergovernmental Cooperative Purchase [INTG-26-0342] One [1] New 2027 Mack MD7 Dump Truck for the Department of Water Quality)

RECITALS

The Code of Public Local Laws of Washington County, Maryland (the "Public Local Laws"), § 1-106.3, provides that the Board of County Commissioners of Washington County, Maryland (the "Board"), "may procure goods and services through a contract entered into by another governmental entity in accordance with the terms of the contract, regardless of whether the county was a party to the original contract."

Subsection (c) of § 1-106.3 provides that "A determination to allow or participate in an intergovernmental cooperative purchasing arrangement under subsection (b) of this section shall be by resolution and shall either indicate that the participation will provide cost benefits to the county or result in administrative efficiencies and savings or provide other justifications for the arrangement."

The Department of Environmental Management seeks to purchase one (1) new 2027 Mack MD7 Dump Truck for the Department of Water Quality from Baltimore Truck Center, Inc., of Hagerstown, Maryland, for the total amount of \$147,686.25, and to utilize a competitively bid cooperative contract that was awarded by Sourcewell (Contract No. 032824-MAK).

Eliminating the County's bid process will result in administrative and cost savings for the County. The County will benefit with direct cost savings because of the economies of scale the aforementioned contract has leveraged. Additionally, the County will realize administrative efficiencies and savings as a result of not preparing, soliciting, and evaluating bids.

NOW, THEREFORE, BE IT RESOLVED by the Board, pursuant to § 1-106.3 of the Public Local Laws, that the Department of Environmental Management is hereby authorized to purchase one (1) new 2027 Mack MD7 Dump Truck for the Department of Water Quality from Baltimore Truck Center, Inc., of Hagerstown, Maryland, for the total amount of \$147,686.25, and to utilize a competitively bid cooperative contract that was awarded by Sourcewell (Contract No. 032824-MAK).

Adopted and effective this ____ day of July, 2026.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
OF WASHINGTON COUNTY, MARYLAND

Dawn L. Marcus, County Clerk

BY: _____
John F. Barr, President

Approved as to form
and legal sufficiency:

Zachary J. Kieffer
County Attorney

Mail to:
Office of the County Attorney
100 W. Washington Street, Suite 1101
Hagerstown, MD 21740



July 2nd 2026

CUSTOMER QUOTATION

Washington County Maryland – Sourcewell Member # 18599

100 West Washington Street

Hagerstown MD 21740

Baltimore Truck Center provides the following vehicle(s) for your consideration:

(1) New 20267 Model Year Mack MD7

- Cummins 6.7L 300 HP Engine
- Allison 3000 RDS Automatic Transmission
- 12,000 pound Meritor Front Axle
- 21,000 Pound Meritor Rear Axle on 23,000 pound Spring Suspension
- 151" Wheelbase
- Bridgestone Tires on Accuride Aluminum Wheels
- 12 foot Heritage Dump Body Package with trailer connections.
- Complete Chassis and body specifications provided in accompanying pages.

One Unit (1)

<u>Chassis List Price</u>	\$ 118,127
Total Discount from List	\$ <u>(18,770)</u>
Sourcewell Customer Chassis Price	\$ 99,357

Sourced Goods

Prep	\$ 2,289.00
Body	\$ 35,595.00
Wheel Covers and Floor Mats	\$ 682.50
Fontaine Installed Trailer Connections	\$ 3,144.75
Added Protection Plans	\$ <u>6,618.00</u>
Subtotal for Sourced Goods	\$ 48,329.25

Total – Chassis plus Sourced Goods \$ 147,686.25

This vehicle(s) is available under the Sourcewell Contract Number 032824-MAK . Please reference this Contract Number on all Purchase Orders. Washington County Maryland and Sourcewell Member ID # 18599. (member # must match name and billing address)

Thank you for the opportunity to offer this Mack MD7 Single Axle Municipal Dump Truck Proposal to Washington County Maryland.

Should you have any questions, please do not hesitate to call.

Sincerely,

Bill Gross

Baltimore Truck Center – Hagerstown Division

bgross@baltimoretruckcenter.com Cell – 443-591-0031



Baltimore Truck Center, Inc.

11715 Greencastle Pike, Hagerstown, MD 21740

Phone: (301) 733-1707

Fax: (301) 739-5016

Web: www.BPTRUCKCENTERS.COM



Agenda Report Form

Open Session Item

SUBJECT: Bid Award Rescind and Award (PUR-1807) - Grounds Maintenance Chemicals for Various County Departments

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Carin Bakner, CPPB, Buyer, Office of Procurement, and George Sweitzer, Superintendent, Black Rock Golf Course

RECOMMENDED MOTION: Move to rescind without prejudice the awarded contract for Item No. 8 only from Landscape Supply, LLC and award this Item to the responsive, responsible company, Opterra Solutions, Inc. with the next lowest bid that meets the specification (as indicated on the Bid Tabulation Summary).

REPORT-IN-BRIEF: The County received notification from Landscape Supply, LLC on July 6, 2026, that their bid price for Item No. 8 on their original submission was incorrect. The vendor stated that they cannot hold that price and will have to forfeit this award to the next low bidder.

The County accepted bids on May 20, 2026. The Invitation to Bid (ITB) was advertised on EUNA, the County's online bidding website and on the State of Maryland's (eMMA) "*eMaryland Marketplace Advantage*" website. Nine (9) persons/companies viewed the bid document online. Seven (7) bids were received. This contract provides the chemicals needed for the Black Rock Golf Course, County Highway Department, and Department of Water Quality; the City of Hagerstown may also utilize the contract. The contract term is one (1) year tentatively commencing July 1, 2026, and ending June 30, 2027.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted for chemicals in various operating accounts.

CONCURRENCES: Public Works Director

ALTERNATIVES: N/A

ATTACHMENTS: Bid Tabulation Matrix

PUR-1807
Grounds Maintenance Chemicals
Bid Tabulation Summary

Item #	Product	Vendor	Unit of Measure	FY26 Unit Price	FY27 Unit Price
1	Acclaim Extra	Synatek	Gallon	\$651.00	\$638.59
2	Enclave	(5) TIE BIDS	Gallon	\$130.00	\$130.00
3	Propiconazole 14.3%	Pocono Turf Supply Co., Inc.	Gallon	\$44.32	\$47.75
4	Propamocarb Hydrochloride 66.2%	Helena Agri Enterprises, LLC	Gallon	\$209.00	\$203.00
5	Bensumec – 4LF	Opterra Solutions, Inc.	Gallon	\$159.56	\$126.89
6	Thiophonate Methyl 46.2%	Opterra Solutions, Inc.	Gallon	\$37.54	\$36.50
7	Aluminum Tris WDG 80%	Helena Agri Enterprises, LLC	Pound	\$18.42	\$18.25
8	2,4 D 34.4% Triclopyr 16.5%	Opterra Solutions, Inc.	Gallon	\$37.18	\$42.81
9	Chlorothalonil 54% 720 SFT	Pocono Turf Supply Co., Inc.	Gallon	\$24.35	\$28.50
10	Acelepryn 18.4%	(2) TIE BIDS	Quart	\$483.25	\$395.50
11	Dylox 420 SL	Pocono Turf Supply Co., Inc.	Gallon	\$94.30	\$106.50
12	Head Way	(4) TIE BIDS	Gallon	\$536.00	\$547.00
13	Tebuconazole 38.7%	Helena Agri Enterprises, LLC	Gallon	\$38.00	\$42.00
14	Imidacloprid 21.4%	Landscape Supply, LLC	Case	\$39.20	\$40.25
15	PCNB 40%	(2) TIE BIDS	Gallon	\$84.00	\$92.67
16	Lontrel	SiteOne Landscape Supply	Quart	\$162.47	\$172.35
17	Trinexapac – Ethyl 11.3%	Helena Agri Enterprises, LLC	Gallon	\$79.58	\$91.11
18	Glyphosate 41%	Opterra Solutions, Inc.	Gallon	\$15.98	\$17.50
19	Mefenoxam 22.5%	Helena Agri Enterprises, LLC	Gallon	\$351.04	\$260.00
20	Bifenthrin 7.9%	Synatek	Gallon	\$22.48	\$24.23

Item #	Product	Vendor	Unit of Measure	FY26 Unit Price	FY27 Unit Price
21	Paclobutrazol 22.3%	Pocono Turf Supply Co., Inc.	Gallon	\$114.00	\$120.00
22	Phosguard	Synatek	Gallon	\$23.18	\$31.09
23	Fluazinam 40SC	Pocono Turf Supply Co., Inc.	Gallon	\$198.95	\$219.50
24	Signature XTRA Stressgard	(2) TIE BIDS	Bottle	\$210.40	\$218.90
25	Mancozeb	Synatek	Pound	\$4.85	\$5.31
26	Fairview Select, Traction, or generic equivalent	Pocono Turf Supply Co., Inc.	Gallon	\$168.00	\$156.00
27	Prodiamine 40.7%	Landscape Supply, LLC	Gallon	\$66.80	\$65.00
28	Iprodione 23.3%	Opterra Solutions, Inc.	Gallon	\$59.40	\$63.88
29	Azoxystrobin 22.9%	Synatek	Gallon	\$85.00	\$60.00
30	Gateway Cyazofamid: 34.5%	Pocono Turf Supply Co., Inc.	Bottle	N/A	\$160.00

PUR-1807
Grounds Maintenance Chemicals for Black Rock Golf Course

				Helena Agri Enterprises, LLC Swedesboro, NJ		Synatek (SynaTek, LP) Souderton, MD		Pocono Turf Supply Co., Inc Horsham, PA		Opterra Solutions Inc Lexington, SC	
				Total Price	\$3,831.48	Total Price	\$4,039.91	Total Price	\$4,464.75	Total Price	\$4,747.57
Line	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Acclaim Extra Estimated Annual Usage/Case Type 2-Gallons	1	Gallon	\$755.91	\$755.91	\$638.59	\$638.59	\$755.00	\$755.00	\$757.40	\$757.40
2	Enclave Estimated Annual Usage/Case Type3-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$130.00	\$325.00	\$325.00
3	Propiconazole 14.3% Estimated Annual Usage/case Type 3-Cases 4 x 1 Gallon/or 2 x 2.5 Gallons/ 4 Gallons/ or 5 Gallons per Case	1	Gallon	\$56.00	\$56.00	\$52.91	\$52.91	\$47.75	\$47.75	\$53.25	\$53.25
4	Propamocarb Hydrochloride 66.2% Estimated Annul Usage/Case Type 20-Cases 2 x 1 Gallon/ 2 Gallons per Case	1	Gallon	\$203.00	\$203.00	\$217.20	\$217.20	\$225.00	\$225.00	\$138.57	\$138.57
5	Bensumec – 4 LF Estimated Annual Usage/Case Type 5-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$175.00	\$175.00	No Bid	No Bid	\$175.00	\$175.00	\$126.89	\$126.89
6	Thiophonate Methyl 46.2% Estimated Annual Usage/Case Type 40-Cases 2 x 2.5 Gallons/5 Gallons per Case	1	Gallon	\$42.00	\$42.00	\$45.52	\$45.52	\$39.00	\$39.00	\$36.50	\$36.50
7	Aluminum Tris WDG 80% Estimated Annual Usage/Case Type10-Cases 4 x 5.5 pounds/ 22 pounds per Case	1	Pound	\$18.25	\$18.25	\$20.50	\$20.50	\$21.00	\$21.00	\$25.44	\$25.44
8	2, 4 D 34.4% Triclopyr 16.5% Estimated Annual Usage/Case Type 15-Gallons 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	No Bid	No Bid	\$43.25	\$43.25	No Bid	No Bid	\$42.81	\$42.81
9	Chlorothalonil 54% 720 SFT Estimated Annual Usage/Case Type 20-Cases 2 x 2.5 Gallons / 5 Gallons per Case	1	Gallon	\$37.00	\$37.00	\$34.43	\$34.43	\$28.50	\$28.50	\$34.96	\$34.96

PUR-1807
Grounds Maintenance Chemicals for Black Rock Golf Course

Line	Description	QTY	UOM	Helena Agri Enterprises, LLC Swedesboro, NJ		Synatek (SynaTek, LP) Souderton, MD		Pocono Turf Supply Co., Inc Horsham, PA		Opterra Solutions Inc Lexington, SC	
				Total Price	\$3,831.48	Total Price	\$4,039.91	Total Price	\$4,464.75	Total Price	\$4,747.57
				Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
10	Acelepryn 18.4% Estimated Annual Usage/Case Type 6-Gallons 2 Quart Bottles	1	Quart	\$212.50	\$212.50	\$366.67	\$366.67	\$395.50	\$395.50	\$312.50	\$312.50
11	Dylox 420 SL Estimated Annual Usage/Case Type 4-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$110.00	\$110.00	\$112.51	\$112.51	\$106.50	\$106.50	\$117.89	\$117.89
12	Head Way Estimated Annual Usage/Case Type 4-Cases 2 x 1 Gallon/ 2 Gallons per Case	1	Gallon	\$100.00	\$100.00	\$140.00	\$140.00	\$547.00	\$547.00	\$547.00	\$547.00
13	Tebuconazole 38.7% Estimated Annual Usage/Case Type 25-Gallons 4 x 1 Gallon/ 4 Gallons per Case/or 2 x 2.5 Gallons/5 Gallons per Case	1	Gallon	\$42.00	\$42.00	\$42.50	\$42.50	\$45.00	\$45.00	\$41.41	\$41.41
14	Imidacloprid 21.4% Estimated Annual Usage/Case Type 20-Cases 4 x 1 Gallon/ 4 Gallons per Case	1	Case	\$41.00	\$41.00	\$141.52	\$141.52	\$174.00	\$174.00	\$150.36	\$150.36
15	PCNB 40% Estimated Annual Usage/Case Type 6-Cases 2 x 2.5 Gallons/ 5 Gallon Case	1	Gallon	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$92.67	\$92.67
16	Lontrel Estimated Annual Usage/Case Type 8-Gallons 1 Quart Bottle	1	Quart	\$190.00	\$190.00	\$187.09	\$187.09	\$195.00	\$195.00	\$188.83	\$188.83
17	Trinexapac – Ethyl 11.3% Estimated Annual Usage/Case Type 2-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$91.11	\$91.11	\$112.21	\$112.21	\$101.00	\$101.00	\$120.70	\$120.70
18	Glyphosate 41% Estimated Annual Usage/Case Type 4-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$18.50	\$18.50	\$18.97	\$18.97	No Bid	No Bid	\$17.50	\$17.50
19	Mefenoxam 22.5% Estimated Annual Usage/Case Type 40-Gallons 2 x 1 Case/2 Gallon Cases/or 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$260.00	\$260.00	\$618.00	\$618.00	\$365.00	\$365.00	\$361.40	\$361.40
20	Bifenthrin 7.9% Estimated Annual Usage/Case Type 2-Cases /8 Gallons 4 x 1 Gallons/ 4 Gallons per Case	1	Gallon	\$30.00	\$30.00	\$24.23	\$24.23	\$26.00	\$26.00	\$33.00	\$33.00

PUR-1807
Grounds Maintenance Chemicals for Black Rock Golf Course

				Helena Agri Enterprises, LLC Swedesboro, NJ		Synatek (SynaTek, LP) Souderton, MD		Pocono Turf Supply Co., Inc Horsham, PA		Opterra Solutions Inc Lexington, SC	
				Total Price	\$3,831.48	Total Price	\$4,039.91	Total Price	\$4,464.75	Total Price	\$4,747.57
Line	Description	QTY	UOM	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
21	Paclobutrazol 22.3% Estimated Annual Usage/Case Type 3-Gallons 2 x 1 Gallon Cases	1	Gallon	\$135.00	\$135.00	\$132.00	\$132.00	\$120.00	\$120.00	\$140.50	\$140.50
22	Phosguard Estimated Annual Usage/Case Type 200-Gallons 2 x 2.5 Gallon Cases	1	Gallon	\$50.00	\$50.00	\$31.09	\$31.09	No Bid	No Bid	No Bid	No Bid
23	Fluazinam 40 SC Estimated Annual Usage/Case Type 40-Gallons 2 x 2.5 Gallon/ 5 Gallons per Case	1	Gallon	\$220.00	\$220.00	\$258.13	\$258.13	\$219.50	\$219.50	\$228.30	\$228.30
24	Signature XTRA Stressgard Estimated Annual Usage/Case Type 132-Pounds 5.5-Pound Bottle	1	Bottle	\$214.61	\$214.61	No Bid	No Bid	\$218.90	\$218.90	\$214.61	\$214.61
25	Mancozeb Estimated Annual Usage/Case Type 450-Pounds 12-Pound Bags	1	Pound	\$5.70	\$5.70	\$5.31	\$5.31	\$5.85	\$5.85	No Bid	No Bid
26	Fairview Select, Traction, or Generic Equivalent Estimated Annual Usage/Case Type 50-Gallons 2 x 2.5 Gallon/ 5 Gallons per Case	1	Gallon	\$260.90	\$260.90	\$186.00	\$186.00	\$156.00	\$156.00	\$187.88	\$187.88
27	Prodiamine 40.7% Estimated Annual Usage/Case Type 20-Gallons 4 x 1 Gallon/4 Gallon Case/or 2 x 2.5 Gallon/ 5 Gallons per Case	1	Gallon	\$72.00	\$72.00	\$82.17	\$82.17	\$70.75	\$70.75	\$72.15	\$72.15
28	Iprodione 23.3% Estimated Annual Usage/Case Type 12-Cases 2 x 2.5 Gallon/ 5 Gallon Case	1	Gallon	\$66.00	\$66.00	\$75.60	\$75.60	\$66.00	\$66.00	\$63.88	\$63.88
29	Azoxystrobin 22.9% Estimated Annual Usage/Case Type 5-Cases 4 x 1 Gallon/ 4 Gallons per Case	1	Gallon	\$75.00	\$75.00	\$60.00	\$60.00	\$71.50	\$71.50	\$122.67	\$122.67
30	Gateway Cyazofamid: 34.5% Estimated Annual Usage/ Case Type 10-Cases 20 oz Bottles/ 4 x 20 oz per Case	1	Bottle	\$220.00	\$220.00	\$263.51	\$263.51	\$160.00	\$160.00	\$193.50	\$193.50

PUR-1807
Grounds Maintenance Chemicals for Black Rock Golf Course

Line	Description	QTY	UOM	Landscape Supply, LLC Midlothian, VA		SiteOne Landscape Supply Cleveland, OH		Genesis Turfgrass Inc Glen Rock, PA	
				Total Price	\$4,873.05	Total Price	\$5,020.23	Total Price	\$111,447.25
Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended	Unit	Extended
1	Acclaim Extra Estimated Annual Usage/Case Type 2-Gallons	1	Gallon	\$719.00	\$719.00	\$772.83	\$772.83	\$1,457.00	\$1,457.00
2	Enclave Estimated Annual Usage/Case Type3-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$130.00	\$130.00	\$130.00	\$130.00	\$1,950.00	\$1,950.00
3	Propiconazole 14.3% Estimated Annual Usage/case Type 3-Cases 4 x 1 Gallon/or 2 x 2.5 Gallons/ 4 Gallons/ or 5 Gallons per Case	1	Gallon	\$54.00	\$54.00	\$60.54	\$60.54	\$698.70	\$698.70
4	Propamocarb Hydrochloride 66.2% Estimated Annul Usage/Case Type 20-Cases 2 x 1 Gallon/ 2 Gallons per Case	1	Gallon	\$219.00	\$219.00	\$210.88	\$210.88	\$8,520.00	\$8,520.00
5	Bensumec – 4 LF Estimated Annual Usage/Case Type 5-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$186.00	\$186.00	\$196.83	\$196.83	\$4,258.50	\$4,258.50
6	Thiophonate Methyl 46.2% Estimated Annual Usage/Case Type 40-Cases 2 x 2.5 Gallons/5 Gallons per Case	1	Gallon	\$50.00	\$50.00	\$44.51	\$44.51	\$7,752.00	\$7,752.00
7	Aluminum Tris WDG 80% Estimated Annual Usage/Case Type10-Cases 4 x 5.5 pounds/ 22 pounds per Case	1	Pound	\$20.95	\$20.95	\$21.77	\$21.77	\$4,158.00	\$4,158.00
8	2, 4 D 34.4% Triclopyr 16.5% Estimated Annual Usage/Case Type 15-Gallons 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$25.50	\$25.50	No Bid	No Bid	\$594.00	\$594.00
9	Chlorothalonil 54% 720 SFT Estimated Annual Usage/Case Type 20-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$31.20	\$31.20	\$30.70	\$30.70	\$2,788.00	\$2,788.00
10	Acelepryn 18.4% Estimated Annual Usage/Case Type 6-Gallons 2 Quart Bottles	1	Quart	\$395.50	\$395.50	\$439.50	\$439.50	\$1,758.00	\$1,758.00

PUR-1807
Grounds Maintenance Chemicals for Black Rock Golf Course

Line	Description	QTY	UOM	Landscape Supply, LLC Midlothian, VA		SiteOne Landscape Supply Cleveland, OH		Genesis Turfgrass Inc Glen Rock, PA	
				Total Price Unit	\$4,873.05 Extended	Total Price Unit	\$5,020.23 Extended	Total Price Unit	\$111,447.25 Extended
11	Dylox 420 SL Estimated Annual Usage/Case Type 4-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$128.00	\$128.00	\$113.39	\$113.39	\$2,087.60	\$2,087.60
12	Head Way Estimated Annual Usage/Case Type 4-Cases 2 x 1 Gallon/ 2 Gallons per Case	1	Gallon	\$547.00	\$547.00	\$547.00	\$547.00	\$4,376.00	\$4,376.00
13	Tebuconazole 38.7% Estimated Annual Usage/Case Type 25-Gallons 4 x 1 Gallon/ 4 Gallons per Case/or 2 x 2.5 Gallons/5 Gallons per Case	1	Gallon	\$48.00	\$48.00	\$44.75	\$44.75	\$978.75	\$978.75
14	Imidacloprid 21.4% Estimated Annual Usage/Case Type 20-Cases 4 x 1 Gallon/ 4 Gallons per Case	1	Case	\$40.25	\$40.25	\$159.64	\$159.64	\$3,040.00	\$3,040.00
15	PCNB 40% Estimated Annual Usage/Case Type 6-Cases 2 x 2.5 Gallons/ 5 Gallon Case	1	Gallon	No Bid	No Bid	\$92.67	\$92.67	\$2,780.40	\$2,780.40
16	Lontrel Estimated Annual Usage/Case Type 8-Gallons 1 Quart Bottle	1	Quart	\$199.95	\$199.95	\$172.35	\$172.35	\$6,078.40	\$6,078.40
17	Trinexapac – Ethyl 11.3% Estimated Annual Usage/Case Type 2-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$275.00	\$275.00	\$106.44	\$106.44	\$856.00	\$856.00
18	Glyphosate 41% Estimated Annual Usage/Case Type 4-Cases 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$55.95	\$55.95	\$31.42	\$31.42	\$342.40	\$342.40
19	Mefenoxam 22.5% Estimated Annual Usage/Case Type 40-Gallons 2 x 1 Case/2 Gallon Cases/or 2 x 2.5 Gallons/ 5 Gallons per Case	1	Gallon	\$395.00	\$395.00	\$340.38	\$340.38	\$14,176.00	\$14,176.00
20	Bifenthrin 7.9% Estimated Annual Usage/Case Type 2-Cases /8 Gallons 4 x 1 Gallons/ 4 Gallons per Case	1	Gallon	\$34.95	\$34.95	\$31.80	\$31.80	\$215.60	\$215.60

PUR-1807
Grounds Maintenance Chemicals for Black Rock Golf Course

Line	Description	QTY	UOM	Landscape Supply, LLC Midlothian, VA		SiteOne Landscape Supply Cleveland, OH		Genesis Turfgrass Inc Glen Rock, PA	
				Total Price	\$4,873.05	Total Price	\$5,020.23	Total Price	\$111,447.25
				Unit	Extended	Unit	Extended	Unit	Extended
21	Paclobutrazol 22.3% Estimated Annual Usage/Case Type 3-Gallons 2 x 1 Gallon Cases	1	Gallon	\$140.00	\$140.00	\$153.29	\$153.29	\$349.35	\$349.35
22	Phosguard Estimated Annual Usage/Case Type 200-Gallons 2 x 2.5 Gallon Cases	1	Gallon	\$100.00	\$100.00	\$45.62	\$45.62	\$5,000.00	\$5,000.00
23	Fluazinam 40 SC Estimated Annual Usage/Case Type 40-Gallons 2 x 2.5 Gallon/ 5 Gallons per Case	1	Gallon	\$229.00	\$229.00	\$235.84	\$235.84	\$8,310.00	\$8,310.00
24	Signature XTRA Stressgard Estimated Annual Usage/Case Type 132-Pounds 5.5-Pound Bottle	1	Bottle	\$218.90	\$218.90	\$214.61	\$214.61	\$5,253.60	\$5,253.60
25	Mancozeb Estimated Annual Usage/Case Type 450-Pounds 12-Pound Bags	1	Pound	\$7.00	\$7.00	\$6.67	\$6.67	\$2,547.00	\$2,547.00
26	Fairview Select, Traction, or Generic Equivalent Estimated Annual Usage/Case Type 50-Gallons 2 x 2.5 Gallon/ 5 Gallons per Case	1	Gallon	\$260.90	\$260.90	\$180.81	\$180.81	\$9,300.00	\$9,300.00
27	Prodiamine 40.7% Estimated Annual Usage/Case Type 20-Gallons 4 x 1 Gallon/4 Gallon Case/or 2 x 2.5 Gallon/ 5 Gallons per Case	1	Gallon	\$65.00	\$65.00	\$73.24	\$73.24	\$1,317.00	\$1,317.00
28	Iprodione 23.3% Estimated Annual Usage/Case Type 12-Cases 2 x 2.5 Gallon/ 5 Gallon Case	1	Gallon	\$65.00	\$65.00	\$69.42	\$69.42	\$3,918.00	\$3,918.00
29	Azoxystrobin 22.9% Estimated Annual Usage/Case Type 5-Cases 4 x 1 Gallon/ 4 Gallons per Case	1	Gallon	\$65.00	\$65.00	\$168.70	\$168.70	\$1,380.00	\$1,380.00
30	Gateway Cyazofamid: 34.5% Estimated Annual Usage/ Case Type 10-Cases 20 oz Bottles/ 4 x 20 oz per Case	1	Bottle	\$167.00	\$167.00	\$324.63	\$324.63	\$5,206.95	\$5,206.95

PUR-1807 Grounds Maintenance Chemicals for Black Rock Golf Course

Remarks/Exceptions

Responding Supplier	Line	Supplier Notes
<u>Helena Agri Enterprises, LLC</u>	3	Gunner 14.3 MEC
	4	Karma
	6	Talaris 4.5F
	7	Fosetyl-Al 80 WDG
	9	Pegasus 6FL
	10	Asenra. Sold in 64 oz bottles. 64 oz bottle is \$425
	12	Artavia Xcel
	14	Mineiro 2F Flex
	17	Pramaxis MEC
	18	Ranger Pro
	19	Stergo MX
	21	Travek 2SC
	22	Ele-max Phosphite Max 0-0-30
	23	Detour 4SC
	25	Manzate Pro Stick
	26	Traction
	27	Resolute 4FL
	28	Chipco 26019
	29	Artavia 2SC
	30	Celoxid. Bottle size is 39.2 oz.

<u>Landscape Supply, LLC</u>	10	Contrado (generic Acelepryn 18.4%) comes in 96oz bottles for \$366.67/quart
	22	Hydra-Phite 0-0-30 \$42.00/gal

<u>Opterra Solutions Inc</u>	3	RightLine Propi 1.3 MEC 2x2.5 gal
	4	Previcur Flex 2x2.5 gal
	6	Tee-off 4.5F 2x2.5 gal
	7	Fosetyl-AL QP 4x5.5lb
	8	Albaugh Crossroad 2x2.5
	13	Albaugh Tebustar 3.6 2x2.5
	14	Albaugh Macho 2.0 FL 4x1 gal
	15	Turfcide 400 2x2.5 gal
	17	Pramaxis 2x2.5 gal
	18	Albaugh Gly Star Plus 2x2.5 gal
	19	Stergo MX 4x1 gal
	20	Albaugh Bifen 7.9F Select
	21	Tide Paclo 4x1 gal
	26	Fairview Select 2x2.5 gal
	27	Prodiamine 4L QP 2x2.5 gal
	28	Albaugh Iprodione 2F Select 2x2.5 gal
	29	RightLine Azox 2SC 4x1 gal

PUR-1807 Grounds Maintenance Chemicals for Black Rock Golf Course

Remarks/Exceptions

<u>SiteOne Landscape Supply</u>	3	item#76799 Lesco Spectator Ultra 2.5gal
	4	item# 8300015-210 Karma 1gal
	6	item#10441225 Lesco T-Storm 2.5gal
	7	item#83013374 Fosetyl-al Fungicide 5.5lb.
	9	item#084901 Lesco manicure 6fl 2.5gal
	10	Agency item- Acelepryn 64oz.
	12	Agency item
	14	item# D00000906 Lesco Bandit 2F 1gal
	17	item# 83013999 T-Nex 2.5gal
	18	item# 86703432 Lesco prosecutor pro 2.5gal
	22	item#32209brn100 Brandt MEGA-PHI 2-0-16 2.5gal
	23	item# 84000120 Lesco Drax 1gal
	24	Agency item
	25	item#10907419 Lesco Mancozeb DF 12lb.
	26	item#1000568 Albaugh fairview select 2.5gal
	27	item#74568 Lesco stonewall 4FL 2.5gal
	28	item#79972369 lesco 18 plus 2.5gal
	29	item#510017FUNG Artavia 2 SC 1gal
	30	item#83014024 Quali pro gateway 20fl oz btl

<u>Synatek (SynaTek, LP)</u>	7	This does not have green pigment.
	8	Product is Crossroad.
	10	Product is Contrado.
	12	Product is Azprop Select.
	19	Product is Oxem 4me Select prime source. 45.30% active ingredient.
	22	SynaPhite 0-0-26
	30	Product is Celoxid SC 39.2 oz, 34.5% Cyazofamid



Agenda Report Form

Open Session Item

SUBJECT: Contract Award – (ENG-26-02) – MS4 Impervious Acre Credits

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Scott Hobbs, Director, Division of Engineering; Dave Mason, Interim Director, Division of Environmental Management; John Swauger, Stormwater Management NPDES MS4 Manager, Division of Environmental Management

RECOMMENDED MOTION: Move to award design-build contracts for the MS4 Impervious Acres Credits project for ENG-26-02 to the responsive, responsible proposer Ecotone, LLC of Cockeysville, Maryland in the amount of \$1,999,999.06, and to the responsive, responsible proposer, Keystone Streams of Annapolis, Maryland in the amount of \$1,801,878.00.

REPORT-IN-BRIEF: The County requested a combined proposal with qualifications and experience / technical submission and pricing per ENG-26-02. The project was advertised on the State of Maryland's e-Maryland Marketplace Advantage website, and on the County's online bidding website. Two proposals met the requirements of ENG-26-02.

DISCUSSION: The project involves a stream restoration project and a tree plantings project. These best management practices are cost-effective measures to fulfill the Municipal Separate Storm Sewer System (MS4) permit requirements for water quality regarding stormwater management projects. These projects will start this fiscal year, and all work must be completed by December 2028. The County has added funding to the Capital Improvement Plan (CIP) since 2012 for stormwater management, and expended roughly \$6 million dollars to meet permit requirements including projects treating approximately 700 impervious acres (20% permit requirement for treating 3,500 impervious acres), educational programs, and other watershed implementation initiatives. This work will address the remaining impervious acres from the current permit and provide most of the impervious acre credits for treating an additional 350 impervious acres (additional 10% requirement for the next five-year permit starting this fiscal year).

FISCAL IMPACT: Total expenses are estimated at \$4,201,877; including \$3,801,877.06 for the proposed awards, and \$400,000 for other expenses such as inspection and construction contingency; this project will utilize available funds from Capital Improvement Plan (CIP) DNG039 – Stormwater Retrofits, and DNG030 – Stream Restoration at Various Locations.

CONCURRENCES: Coordinating Committee for ENG-26-02

ALTERNATIVES: N/A

ATTACHMENTS: Proposal Results

AUDIO/VISUAL NEEDS: N/A

Washington County
Proposals Results - MS4 Impervious Acre
Credits ENG-26-02

Proposer	Project	Total Price	Price Per Acre
Ecotone	Stream Restoration	\$1,999,999.06	\$9,345.79
Keyston Streams	Tree Plantings	\$1,801,878.00	\$17,990.00



Agenda Report Form

Open Session Item

SUBJECT: Washington County Detention Center – MOOR grant

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Meaghan Willis Program Director, Day Reporting Center, Carsten Ahrens Senior Grant Manager Office of Grant Management

RECOMMENDED MOTION(S): Move to approve acceptance of funding awarded in the amount of \$425,430 from the Maryland Opioid Overdose Response. The funding request submitted was \$369,939 but the award exceeded the ask by \$55,491.

REPORT-IN-BRIEF: In the March 3, 2026, the BOCC moved to approve applying for and receiving funds in the amount of \$369,939. The actual amount awarded was \$425,430.

DISCUSSION: This grant will fund The Washington County Sheriff's Office, Detention Center's "Jail-Based Medication-Assisted Treatment Program" proposes to continue medication-assisted treatment services at the Washington County Detention Center in Washington County, Maryland. The Jail-Based Medication-assisted Treatment Program (MAT Program) serves individuals incarcerated at the Washington County Detention Center diagnosed with an opioid use disorder and provides them with medication-assisted treatment using methadone, buprenorphine, or Vivitrol, addictions counseling, peer recovery services, and a referral to a local treatment agency at the time of release. Funding provided within this project will be used for medications (methadone, buprenorphine, and Vivitrol), crushed pill pouches, rapid drug testing devices, and contractual medical staff (Physician Assistant or Nurse Practitioner and Registered Nurse or Licensed Practical Nurse).

FISCAL IMPACT: Provides up to \$425,430 to Washington County Detention Center

CONCURRENCES: Office of Grant Management

ALTERNATIVES: Deny acceptance of funding

ATTACHMENTS: FY27 MOOR Grant Agreement Cover Page

AUDIO/VISUAL TO BE USED: N/A

ATTACHMENT B STANDARD GRANT AGREEMENT

STATE OF MARYLAND
MARYLAND DEPARTMENT OF HEALTH
Maryland's Office of Overdose Response
100 Community Place, 4th Floor • Crownsville, Maryland 21032

FY2027 COMPETITIVE GRANT PROGRAM GRANT AGREEMENT

Grant Number: 40	Grantee Organization: <i>Washington County Board of County Commissioners</i>	
Title of Project: Washington County Jail-Based Medication for Opioid Use Disorder and Reentry Program		
Amount of Grant: \$425430	Period of Grant: 7/1/2026 – 06/30/2027	Date of Award: 6/23/26
Grantee Project Officer:		
Name: Meaghan Willis Grantee Name: <i>Washington County Board of County Commissioners</i> Email: mewillis@washco-md.net		Title: Washington County Jail-Based Medication for Opioid Use Disorder and Reentry Program Address, City/State/Zip: 100 West Washington Street, Hagerstown, MD; service site - 500 Western Maryland Parkway, Hagerstown, MD 21740
MOOR Project Officer:		
Name: <i>Khalil Cutair</i> Agency Name: <i>Maryland Department of Health, Maryland's Office of Overdose Response</i> Email: <i>khalil.cutair@maryland.gov</i>		Title: <i>Fiscal Chief - MOOR</i> Address, City/State/Zip: <i>100 Community Place, 4th Floor Crownsville, Maryland 21032</i> Phone: <i>(443) 381-3695</i>



Agenda Report Form

Open Session Item

SUBJECT: Agriculture – Faces of Farming Presentation

PRESENTATION DATE: Tuesday, July 21, 2026

PRESENTATION BY: Kelsey Keadle, Business Specialist, Agriculture
Department of Business and Economic Development

RECOMMENDED MOTION: N/A

REPORT-IN-BRIEF: “Faces of Farming” is an agricultural-focused video marketing campaign that will showcase two local Washington County farms every month, for one year. The “Faces of Farming” marketing videos will be showcased on the County’s website, as well as Facebook and other social media platforms, and will target a new industry and highlight a local farmer from that specific agricultural industry. Additionally, the Faces of Farming marketing campaign will be utilized in Washington County Public Schools as an agricultural education element focused on kindergarten to Fifth grade students to connect Washington County youth directly with local farms.

DISCUSSION: Washington County’s agricultural business represents the backbone of the County’s landscape. With almost 900 operating family farms and \$167,907,000 in market value of products sold, agriculture is the cornerstone of Washington County’s economy. The “Faces of Farming” marketing campaign will aim to educate residents in Washington County, along with the surrounding States and Counties, about the economic impact of the Ag industry. Additionally, these videos will be used for agricultural education to numerous streams around Washington County, such as, 4-H and FFA (Future Farmers of America) meetings, Ag Expo and Fair, and they will be available on the Washington County Ag App and website.

FISCAL IMPACT: N/A

CONCURRENCES: N/A

ALTERNATIVES: N/A

ATTACHMENTS: N/A

AUDIO/VISUAL NEEDS: Yes - Faces of Farming Video: Creek Family/ Palmyra



Agenda Report Form

Open Session Item

SUBJECT: Area Agency on Aging Advisory Council Reappointment and Appointment

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Dawn L. Marcus, County Clerk

RECOMMENDATION: Move to reappoint Gloria Burke, to serve a second, three-year term from July 1, 2026, through June 30, 2029, on the Area Agency on Aging Advisory Council.

Move to appoint Valerie Walters to serve a first, full, three-year term, from July 1, 2026, through June 30, 2029, on the Area Agency on Aging Advisory Council.

REPORT-IN-BRIEF: The Area Agency on Aging Advisory Council carries out advisory functions that further its mission of developing and coordinating community-based systems of services for all older persons in the planning and service area. The County Commissioners make nine voting appointments to the Council. Members serve three-year terms.

DISCUSSION: N/A

FISCAL IMPACT: This is not a paid board.

CONCURRENCES: Area Agency on Aging Advisory Council

ATTACHMENTS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Historic District Commission Appointment

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Dawn L. Marcus, County Clerk

RECOMMENDATION: Move to appoint Tom Freeman, to serve a first, full, three-year term from August 1, 2026, through July 31, 2029, on the Historic District Commission.

REPORT-IN-BRIEF: The HDC is a 7-member board that reviews and makes recommendations regarding applications which affect historic preservation. The HDC also recommends programs to the Board to further historic preservation efforts in the County. The HDC is a function of Article 20 – Historic Preservation of the Washington County Zoning Ordinance where it states that the Commission must have at least 2 professional members that have professional or academic training in architecture, history, architectural history, or archaeology in accordance with 36CFR61, National Park Service Professional Qualifications. Members with those qualifications are also necessary to stay in good standing with the Certified Local Government program, of which, the HDC is the review body for the County. Other qualifications listed in Article 20 state that “All commission members must possess a demonstrated special interest, specific knowledge or professional or academic training in such fields as architecture, history, architectural history, planning, cultural anthropology, prehistoric and historic archeology, folklore, curation, conservation, landscape architecture, historic preservation, urban design or related disciplines.”

DISCUSSION: N/A

FISCAL IMPACT: This is not a paid board.

CONCURRENCES: Historic District Commission

ATTACHMENTS: N/A



Agenda Report Form

Open Session Item

SUBJECT: Local Management Board Appointments

PRESENTATION DATE: July 21, 2026

PRESENTATION BY: Dawn L. Marcus, County Clerk

RECOMMENDATION: Move to appoint David Shuster, and Phil Scolaro to serve first, full, three-year terms from July 1, 2026, through June 30, 2029, as Community Representatives on the Local Management Board to.

REPORT-IN-BRIEF: The Local Management Board (LMB) is mandated by Human Services Article § 8-301 to comply with, implement, and perform the obligations set forth in the Community Partnership Agreements executed by and between the State of Maryland, the Children's Cabinet, the Governor's Office for Children, the Commissioners, and the Local Management Board; and such directives of the Commissioners in accordance with the mission of the LMB and the goals of the Systems Reform Initiative pertaining to children, youth, and their families. Membership is comprised of 17-20 voting members or their designees and 2 non-voting members, including 6-9 individual voting members and 11 standing ex officio, voting members or their sworn designees (including a County Commissioner). The Commissioners appoint the 6-9 individual voting members.

DISCUSSION: N/A

FISCAL IMPACT: This is NOT a paid board.

CONCURRENCES: Local Management Board

ATTACHMENTS: N/A