

WASHINGTON COUNTY PLANNING COMMISSION
REGULAR MEETING
February 2, 2026

The Washington County Planning Commission held its regular monthly meeting on Monday, February 2, 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 Vice-Chairman called the meeting to order at 6:00 p.m.

Planning Commission members present were: 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; Misty Wagner-Grillo, Planner; and Debra Eckard, Office Manager.

NEW BUSINESS

MINUTES

Motion and Vote: Ms. Shank made a motion to approve the minutes of the January 5, 2026 Planning Commission meeting as presented. The motion was seconded by Mr. Wright and unanimously approved.

PRELIMINARY CONSULTATION

The Shops at Sharpsburg Pike, Lot 8 [PC-25-008]

Ms. Wagner-Grillo presented a concept plan for The Shops at Sharpsburg Pike, Lot 8 located off Vida Drive along the east side of Sharpsburg Pike. A preliminary consultation was held on December 3, 2025. The final subdivision plat for Lot 8 was approved in 2024. Lot 8 is 7.84 acres in size and is currently zoned HI (Highway Interchange). The developer is proposing a two-story building consisting of office, retail and restaurant space. Comments from reviewing agencies were provided in the consultation summary, which was provided to the Commission.

Discussion and Comments: Mr. Trevor Frederick of Frederick, Seibert & Associates explained that bordering Lot 8 to the east is a common open space area for the Cross Creek residential development. The developer of Lot 8 is asking if the Planning Commission would require a buffer since the adjacent lot is an open space area. There was a brief discussion regarding the buffer yard requirement. Ms. Kinzer stated that in accordance with the Zoning Ordinance, a 25-foot buffer would be required. Ms. Wagner-Grillo explained that the Zoning Ordinance states that a buffer "shall" be required; therefore, the Planning Commission may not have the authority to eliminate the requirement.

Mr. Wright believes that lights from the proposed building and its parking area could potentially trespass onto the adjacent residential properties. It was the consensus of the Commission members that a landscaping buffer should be provided.

MODIFICATIONS

The Shops at Sharpsburg Pike, Lot 2 [OM-25-013]

Ms. Wagner-Grillo presented a modification request to reduce the panhandle width of Lot 2 of The Shops at Sharpsburg Pike. Lot 2 is 1.28 acres in size and is currently zoned HI (Highway Interchange). The final subdivision plat for Lot 2 was approved in 2019. The applicant is requesting a reduction from the required 25-foot width to a width of 21-feet. The panhandle is currently not being used as an access; access for Lot 2 is from Vida Drive. In 2018, the Planning Commission approved a modification for Lot 2 to be developed as a lot without usable road frontage. The applicant is requesting a reduction in the panhandle width to allow for the adjustment of property lines for Lot 4 so a freestanding sign can be located along Vida Drive for the business located on Lot 6. Zoning Ordinance Article 22, Division II, states that a business may erect a freestanding sign providing the road frontage is 40-feet. Granting this modification would allow the developer to meet the 40-foot width requirement for Lot 6.

Discussion and Comments: Mr. Wright asked if Lot 6 is sold, will the property line that is being adjusted as part of this modification for the sign always be part of Lot 6. Mr. Frederick stated the property would be conveyed in fee simple and Lot 6 would always have the 40-foot wide panhandle.

Motion and Vote: Ms. Shank made a motion to approve the modification request as presented. The motion was seconded by Mr. Wright and unanimously approved.

FOREST CONSERVATION

Doub Farm Lots 1-6 and 7-13 [S-25-021]

Mr. Allen presented a request to remove 3 specimen trees as part of a 13-lot subdivision located at the junction of Landis Road and Whitehall Road. There is a 16.51-acre total planting requirement resulting from the disturbance of 118.76 acres of land. Mr. Allen explained that specimen trees are 30-inches in diameter at chest height and are prioritized for retention in Article 8 of the Forest Conservation Ordinance. The applicant's justification letter states that the trees are to be removed due to their proximity of the driveway for Lot 8. The proposed driveway cannot be moved due to the minimum lot size requirement of the adjacent lots. The applicant also claims that several switchbacks are needed for this driveway due to steep slopes on the property. There are currently 14 specimen trees located on the property; 11 trees are proposed for retention. Mr. Allen also noted that all forest conservation requirements will be met on site either by planting or retention.

Motion and Vote: Ms. Shank made a motion to approve the request to remove 3 specimen trees as presented. The motion was seconded by Ms. Lane-Unsworth and unanimously approved.

OTHER BUSINESS

Update of Projects Initialized

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

ADJOURNMENT

Ms. Shank made a motion to adjourn the meeting at 6:30 p.m. The motion was seconded by Ms. Lane-Unsworth and so ordered by the Chairman.

UPCOMING MEETINGS

1. March 2, 2026, 6:00 p.m. – Washington County Planning Commission regular meeting

Respectfully submitted,


Jay Miller, Vice-Chairman