



THE CITY OF FROSTBURG

Planning Commission Meeting Minutes

Wednesday, October 08, 2025 at 7:00 PM

Frostburg Municipal Center Meeting Room 100
37 S. Broadway, Frostburg, MD 21532

1. Call to Order

Chair Best called the meeting to order at 7:02 P.M.

2. Roll Call

Chair Conrad Best, Ray Rase, Richard Russo, and Chad Paul were present. Adam Ritchey, Jeff Snyder, and Karen Krogh were absent.

3. Chair's Procedural Statement; Comments; Announcements

The Chair asks that anyone presenting business before the Commission, or any individuals who would like to comment on business before the Commission or other concerns, please come forward at the appropriate time and state your name and address for the record. Each meeting is recorded, so please speak clearly.

4. Approval of the Minutes

A. Minutes from the September 2025 Planning Commission Meeting.

Commissioner Russo made a motion to approve the minutes for the September 2025 Planning Commission Meeting, to include omitted comments from the Commissioners pertaining to the Prichard Farms Phase 1A - 5th Amended Major Subdivision Plat regarding a second means of site access and also comments pertaining to concerns regarding fulfilled promises from the original neighborhood development plan, specifically related to the proposed community center and timeline updates. Commissioner Paul seconded the motion, a vote was taken, and the minutes were unanimously approved.

5. Citizen Comments

From Floor; intended for topics unrelated to the current agenda items

6. Project Presentations

A. Request for a Favorable Recommendation to the Board of Zoning Appeals

Special Exception to Section 6.6.C.(a) of the Frostburg Zoning Ordinance for the use of Shipping Containers as Permanent Building Material - 120 Bowery Street

William Spencer, founder of Serious Agricultural Development, presented a proposed to utilize shipping containers as a permanent building material in a commercial development project at 120 Bowery Street, and to also ask for a favorable recommendation to the Board of Zoning Appeals from the Planning Commission for a Special Exception Use for the use of shipping containers as permanent building material in the "C1" University Corridor/Mixed-Use District.

After presentation and discussion, Commissioner Rase stated that due to the use of the shipping containers as a building material, as opposed to the use being for storage, then they should be permitted by right, and therefore, a Board of Zoning Appeals hearing would not be necessary. Commissioner Rase also stated that the development project itself will require a full site plan and will need to be approved by the Planning Commission.

7. Discussion Items

By Chair and Members of the Commission

8. Administrative Business and Communication Received

A. Text Amendment to the Frostburg Zoning Ordinance

An Ordinance to Amend the City's Zoning Ordinance to Move Artisan/Small-Scale Manufacturing from a Special Exception Use to a Permitted Use in the Primary District Regulations for Commercial Districts, Subject to Specified Conditions

Staff presented a proposed text amendment to the Frostburg Zoning Ordinance which would all Artisan/Small-Scale Manufacturing land uses as a Permitted Use in the Primary District Regulations for Commercial Districts, subject to specified conditions.

Commissioner Rase questioned if this was a Special Exception Use in residential districts, which staff stated that it was not. Commissioner Rase stated that when this land use was added to the Zoning Ordinance, it was his interpretation that the intention was to allow Artisan/Small-Scale Manufacturing land uses as Special Exceptions in residential districts. After discussion, staff suggested that this use could be added to commercial districts as a Permitted Use and to residential districts as a Special Exception Use.

Commissioner Rase suggested that the discussion could be tabled until the next Planning Commission meeting, when more members might be available for discussion. Hearing no further discussion, Commissioner Rase made a motion to table the discussion. Commissioner Russo seconded the motion, a vote was held, and the motion was carried unanimously.

9. Staff Reports

A. Comprehensive Plan Update

Staff gave an update on the status of the City's Comprehensive Plan. Staff stated that the consultant has given the City a spreadsheet which lists various data that is still needed for the Comprehensive Plan, which staff will work to collect. Staff also stated that the upcoming Steering Committee meeting was rescheduled to October 17, which should include discussion related to the Vision Statement, as well as discussion related to the Housing Element of the Comprehensive Plan.

10. Adjournment

Chair Best called the meeting to a close at 7:41 P.M.