



THE CITY OF FROSTBURG

Planning Commission Meeting Minutes

Wednesday, July 08, 2026 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 7:01 P.M.

2. Roll Call

Chair Conrad Best, Ray Rase, Richard Russo, Jeff Snyder, and Chad Paul were present. Karen Krogh and Adam Ritchey 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 May 2026 Planning Commission Meeting.

Commissioner Russo made a motion to approve the minutes for the May 2026 Planning Commission Meeting as presented. Commissioner Snyder seconded the motion, a vote was taken, and the minutes were approved. Commissioner Rase abstained from the vote.

5. Citizen Comments

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

6. Project Presentations

A. Prichard Farms Phase 1A - 5th Amended Major Subdivision Plat - Final Plat Approval

Matt Brewer, a partner of Bennett, Brewer, & Associates, presented the 5th Amended Subdivision Plat for the Prichard Farms Phase 1A for final plat approval. Mr. Brewer stated that the amended subdivision plat previously received preliminary approval from the Planning Commission, with the only substantive change to the plat being the renaming of the street which had originally been shown on the plat as Meeting House Circle, to be changed to Fieldstone Lane as an extension of the existing street known as Fieldstone Lane.

Mr. Brewer stated that the amended subdivision plat adds 11.6 acres to the existing Prichard Farms development, to include 36 new single-family lots. In response to comments and concerns which were raised during the preliminary plat presentation pertaining to a secondary means of ingress/egress, Mr. Brewer presented a letter from the Office of the State Fire Marshal stating their acceptance of the secondary ingress/egress for the development. Mr. Brewer also discussed how the stormwater management for expanded subdivision would be handled, which was another question from the preliminary plat presentation. Mr. Brewer stated that a temporary bypass will be constructed to tie into the existing storm drain system, which will remain in place until the remainder of Moonlight Drive has been extended/constructed, at which time, the bypass will be removed and the storm drain will be extended along Moonlight Drive and connected to the existing stormwater management pond near the main entrance of the development along Cherry Lane.

Mr. Brewer also discussed the status of community enhancements for the Prichard Farms development, and stated that the project applied for and was awarded Program Open Space funding from the MD Department of Natural Resources for community amenities, including a small parking area and a community pavilion. Mr. Brewer stated that the work for the parking area and pavilion has been put out to bid, and they intend to start construction in September and complete the work before the end of this calendar year. Commissioner Rase asked who would hold ownership of the new pavilion, to which Mr. Brewer stated that it would be owned by the Prichard Farms Homeowners Association.

Mr. Brewer stated that in the time since the preliminary plat was presented and approved, the construction documents for the proposed improvements, including streets, water, sewer, storm sewer, etc. were submitted to the City Engineer to be reviewed, and have been approved. Commissioner Russo made comments pertaining to the brightness and visibility of the existing lighting at Prichard Farms, and asked if there was an approval for the density of lighting or the types of lighting that were installed. Mr. Brewer stated that the spacing and types of lighting would have been discussed and approved at some point in the past.

Hearing no further discussion, Commissioner Rase made a motion for final approval of the plat. The motion was seconded by Commissioner Paul, a vote was taken, and the motion was unanimously approved.

7. Discussion Items

By Chair and Members of the Commission

Commissioners and staff discussed a proposed housing project involving an existing Frostburg State University building.

8. Administrative Business and Communication Received

A. Accessory Dwelling Units - Requirements and Prohibitions (MD HB1466)

Staff presented MD House Bill 1466, which requires that municipalities adopt specific regulations pertaining to Accessory Dwelling Units (ADU), including regulations on the maximum size of an ADU in relation to the primary dwelling unit and lot coverage maximums, amongst other regulations. These regulations are to be adopted by municipalities by October 1, 2026.

Discussion was held between the Commissioners and staff regarding the new regulations, with specific questions pertaining to future subdivision and lot frontage concerns for lots containing ADUs if they were to change ownership, and water and sewer access requirements for ADUs.

Staff stated that they will email additional information pertaining to ADUs, the model ADU ordinance, and the full MD House Bill 1466 to the Planning Commissioners for their review ahead of the August Planning Commission meeting.

9. Staff Reports

A. Comprehensive Plan Update

Staff gave a brief update on the status of the Comprehensive Plan. Staff stated the draft plan is essentially complete, but the consultant is still working on incorporating comments from the Steering Committee and other data provided by the City. Once the draft plan has been fully completed, it will then be presented to the Planning Commission for their review and comments, along with being available for public comments prior to the plan being presented to the Mayor & Council for their review and adoption.

10. Adjournment

Commissioner Rase made a motion to adjourn and Chair Best called the meeting to a close at 7:59 P.M.