



THE CITY OF FROSTBURG

Planning Commission Meeting Agenda

Wednesday, August 13, 2025 at 7:00 PM

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

1. Call to Order

2. Roll Call

Chair Conrad Best, Commissioners Karen Krogh, Ray Rase, Adam Ritchey, Richard Russo, Jeff Snyder, and Chad Paul

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 April 2025 Planning Commission Meeting.

Motion and Second to Approve the Minutes for the April 2025 Planning Commission Meeting.

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

7. Discussion Items

By Chair and Members of the Commission

8. Administrative Business and Communication Received

9. Staff Reports

A. Comprehensive Plan Update

10. Adjournment



THE CITY OF FROSTBURG

Planning Commission Meeting Minutes

Wednesday, April 09, 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 7:00 P.M.

2. Roll Call

Chair Conrad Best, Karen Krogh, Ray Rase, Richard Russo, and Jeff Snyder were present. Adam Ritchey and Eric Stevens 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 March 2025 Planning Commission Meeting.

Motion and Second to Approve the Minutes for the March 2025 Planning Commission Meeting.

5. Citizen Comments

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

6. Project Presentations

A. MD Department of Planning - Annual Report for CY 2024

Staff detailed the Maryland Department of Planning's Annual Report for Calendar Year 2024, which asks the City's planning department various questions regarding planning related activities throughout the previous year. As part of the report, the City also provided the State with the number of new residential permits issued over the course of the year. Additionally, the City also requested assistance with Comprehensive Planning efforts, as well as clarification from the State regarding House Bill 805.

Commissioner Rase suggested the report include language pertaining to the extension of water service to Lonaconing due to their water treatment plant being off-line. After additional discussion regarding items in the Annual Report, and hearing no further discussion, Commissioner Rase made a motion to approve the MD Department of Planning Annual Report for Calendar Year 2024, to be amended with the additional comment regarding the extension of water service to Lonaconing. Commissioner Snyder seconded the motion, a vote was held, and the motion was carried unanimously.

7. Discussion Items

By Chair and Members of the Commission

Chair Best discussed the subject of the increasing prevalence of self-driving automobiles and that the City and Planning Commission might need to reconsider the existing parking requirements due to the potential for decreased vehicle ownership in the future. Commissioner Rase made the counterpoint that, based on the amount of available parking spaces at the high school and at

Frostburg State, teen and young adult vehicle ownership has seemingly increased, and that the City is likely 20 years away from seeing parking impacts due to self-driving vehicle ownership.

8. Administrative Business and Communication Received

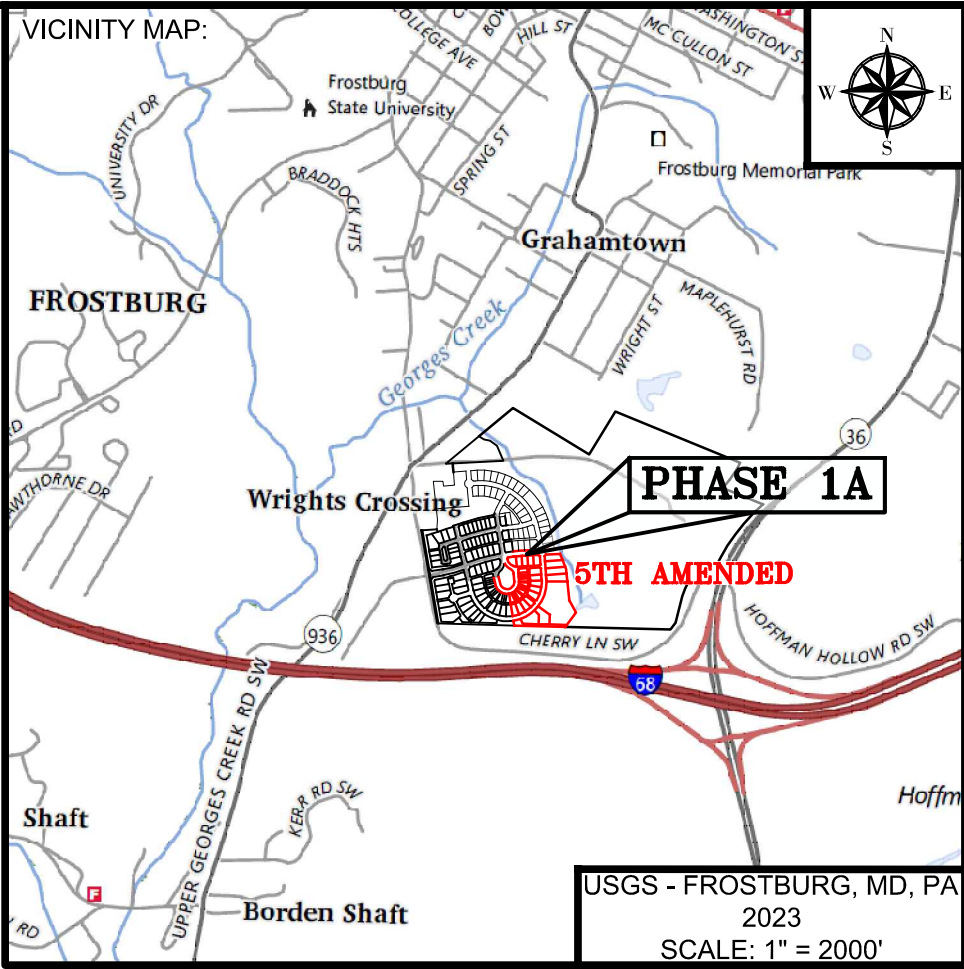
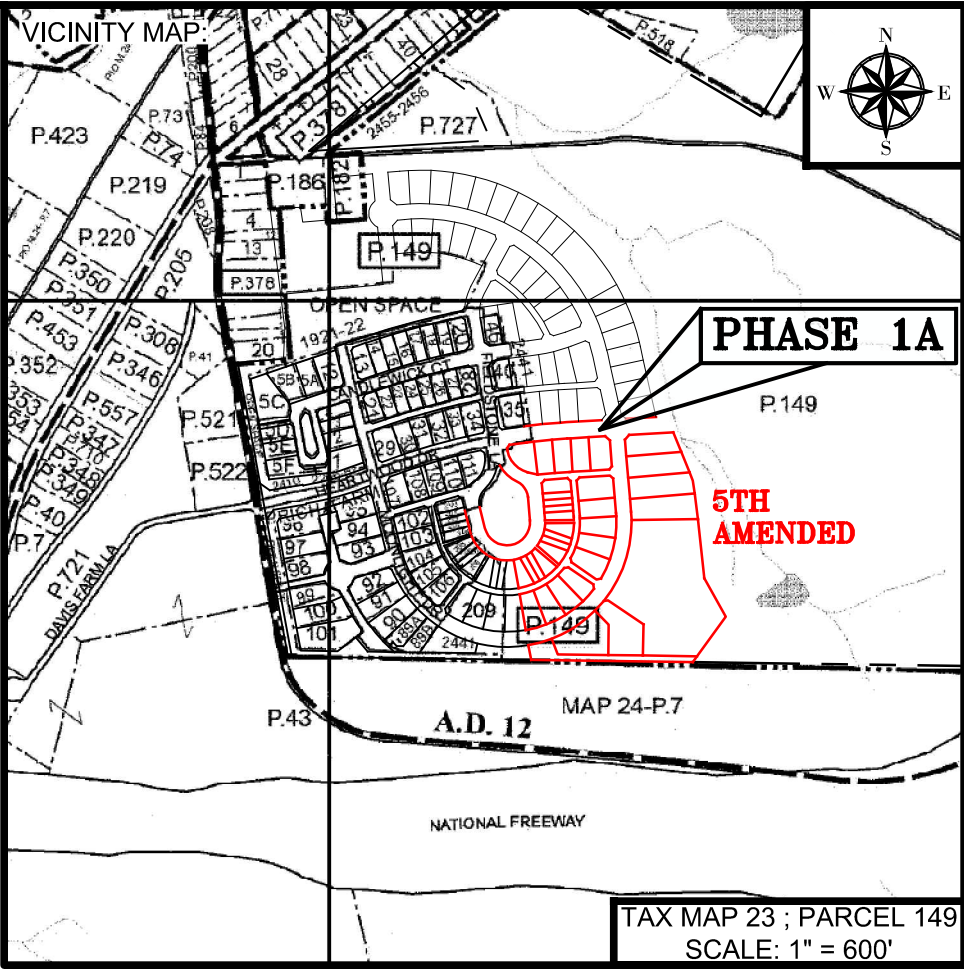
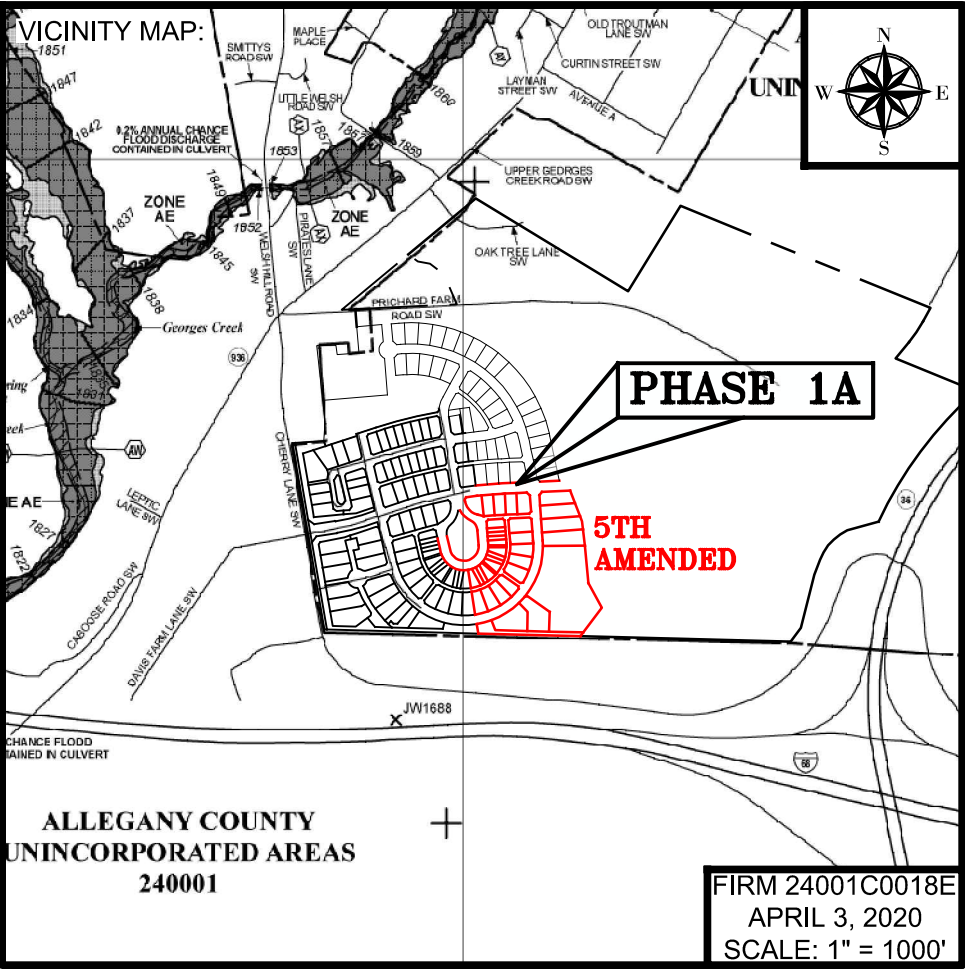
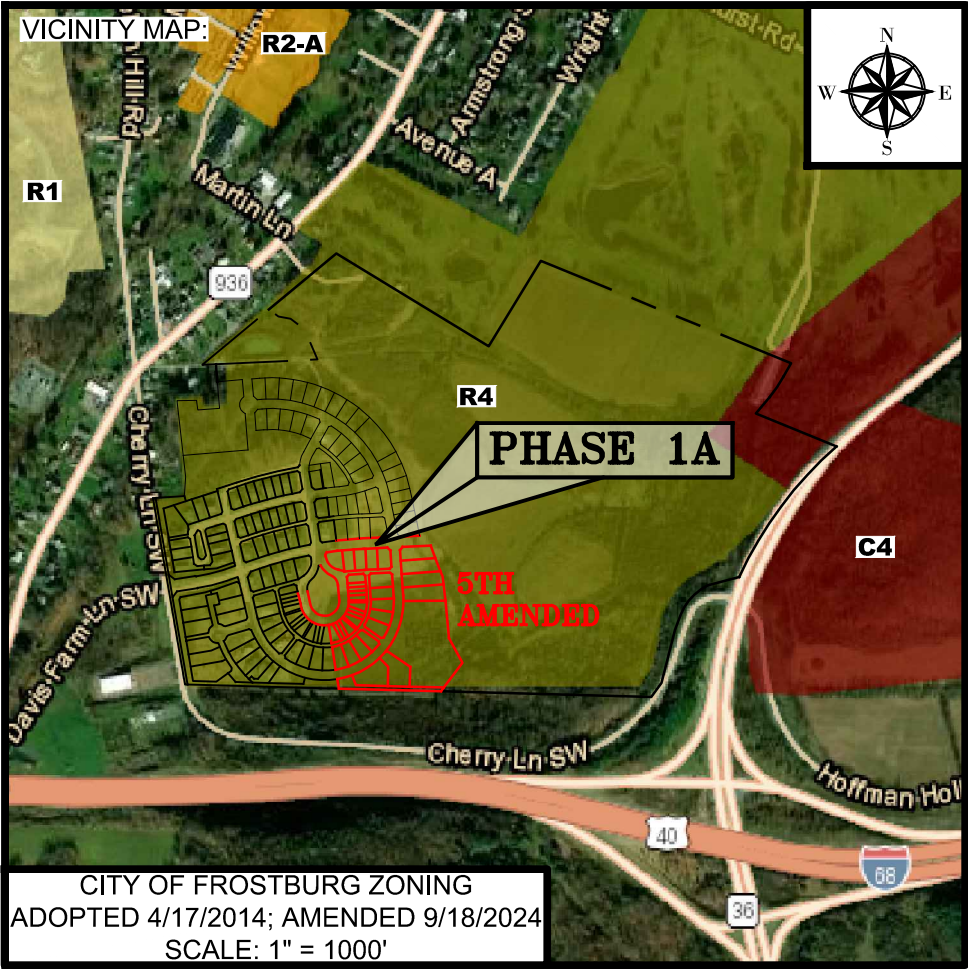
9. Staff Reports

A. Comprehensive Plan Update

Staff gave a brief update on the status of the Comprehensive Plan. Staff discussed the closing of the public survey and stated that the consultant is currently working on compiling the response data that will be included in a report that will be shared with the Planning Commission when it is complete. Staff also discussed the difficulties with receiving a response from Frostburg State University faculty members regarding the distribution of the public survey to students, stating that they will continue making outreach efforts in hopes of getting survey responses from students before the end of the spring semester.

10. Adjournment

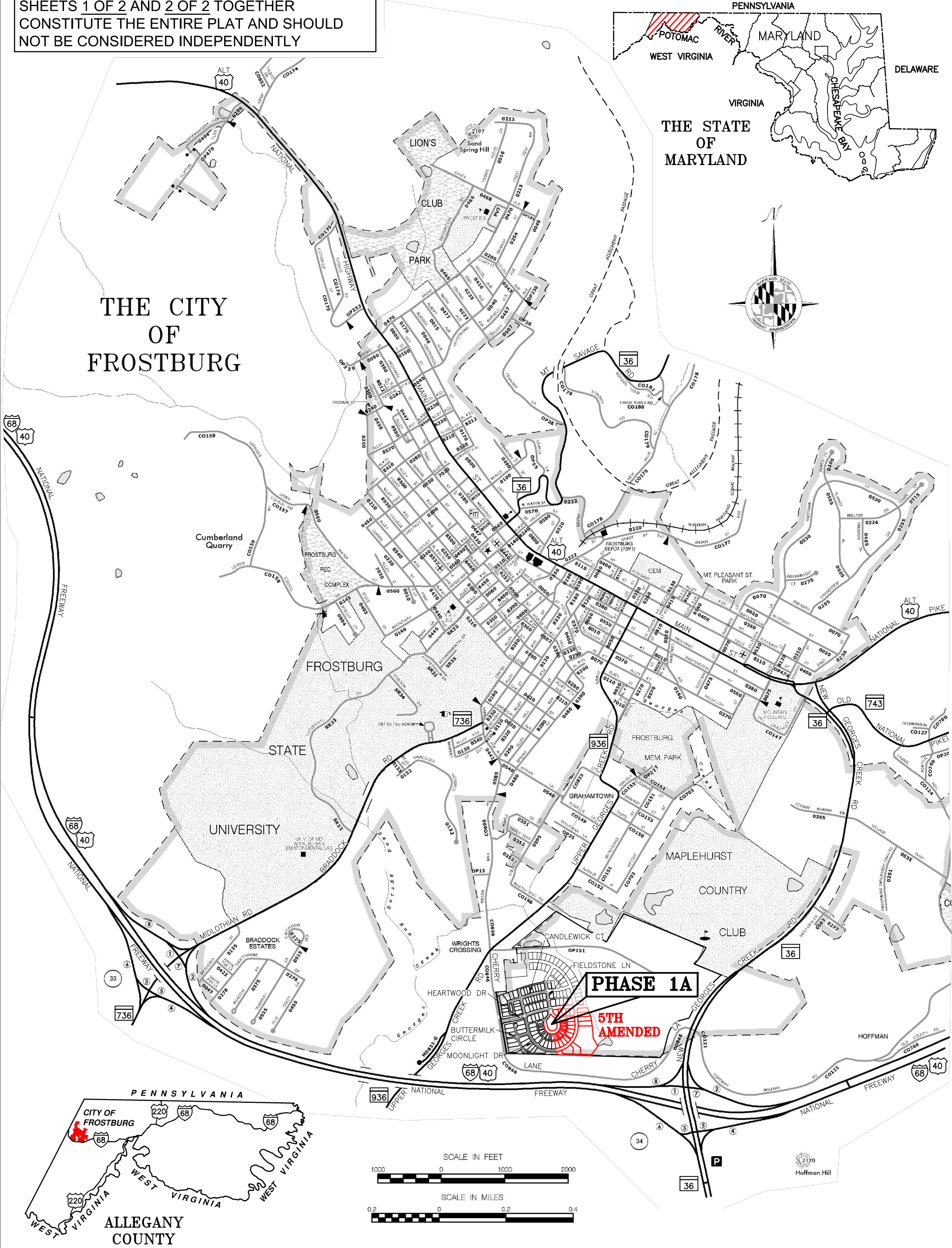
Chair Best called the meeting to a close at 7:18 P.M.



- NOTES:
- THIS PLAT AND EACH DEED ACCOMPANYING THIS PLAT SHALL CLEARLY INDICATE THAT THE CITY OF FROSTBURG SHALL NOT ASSUME RESPONSIBILITY FOR CONSTRUCTION AND OR MAINTENANCE OF ANY ROAD WITHIN THIS MAJOR SUBDIVISION UNTIL SUCH TIME AS ROADS AND DRIVEWAY ENTRANCES HAVE BEEN CONSTRUCTED TO CONFORM TO THE SPECIFICATIONS OF THE CITY OF FROSTBURG DEPARTMENT OF PUBLIC WORKS AND ARE FORMALLY ACCEPTED INTO THE CITY OF FROSTBURG ROADS SYSTEM.
 - THIS PLAT AND EACH DEED ACCOMPANYING THIS PLAT SHALL CLEARLY RESERVE IN IT THE LOCATION AND WIDTH OF THE RIGHT OF WAY. SUCH RIGHT OF WAY SHALL BE DEDICATED TO PUBLIC USE.
 - ZONING DISTRICT: "R4" - "GATEWAY RESIDENTIAL DISTRICT"
ZONE: "PND" - "PLANNED NEIGHBORHOOD DEVELOPMENT OVERLAY"
BUILDING RESTRICTION LINE (BRL): FRONT: 15'
REAR: 20'
SIDES: 10'

NOTE - SIDE SETBACK SHALL BE 0-10 FEET, ALL OF WHICH MAY BE ALLOCATED TO ONE SIDE, FOR A TOTAL COMBINED MINIMUM OF 10 FEET.
 - TOPOGRAPHY SHOWN HEREON WAS TAKEN FROM REFERENCE MAPS AND IS NOT TO BE USED FOR CONSTRUCTION.
 - ACCESS TO THE PROPOSED STRUCTURES SHALL BE GAINED FROM THE PUBLIC RIGHT OF WAY, EXCEPT AS SHOWN.
 - THIS PLAT AND EACH DEED ACCOMPANYING THIS PLAT SHALL CLEARLY INDICATE THAT THE CITY OF FROSTBURG SHALL NOT ASSUME RESPONSIBILITY FOR CONSTRUCTION AND/OR MAINTENANCE OF ANY WATER OR SEWER UTILITIES WITH, OR TO SERVE, THIS MAJOR SUBDIVISION UNTIL SUCH A TIME AS THESE UTILITIES HAVE BEEN CONSTRUCTED TO CONFORM TO THE SPECIFICATIONS OF THE CITY OF FROSTBURG DEPARTMENT OF PUBLIC WORKS.
 - IN ADDITION TO EASEMENTS SHOWN, EASEMENTS 10' IN WIDTH ALONG EACH SIDE OF ALL INTERIOR LOT LINES, FRONT LOT LINES AND REAR LOT LINES ARE HEREBY RESERVED FOR DRAINAGE, UTILITIES, AND/OR QUASI-PUBLIC PURPOSES. WHERE 2 OR MORE CONTIGUOUS LOTS ARE IN THE SAME OWNERSHIP, THESE EASEMENTS MAY BE ERASED BY PERMISSION OF THE CITY OF FROSTBURG PLANNING & ZONING COMMISSION PROVIDED THAT THE EASEMENTS HAVE NOT BEEN USED FOR THE ABOVE PURPOSES. PERMANENT EASEMENTS EXIST FOR ALL CUT AND FILL SLOPES WHICH EXTEND INTO THE LOT BEYOND THE ROAD RIGHT OF WAY LIMITS. LOT OWNERS ARE RESPONSIBLE TO MAINTAIN ALL ROADWAY SLOPES.
 - DUE TO SITE TOPOGRAPHY SOME DWELLINGS MAY REQUIRE SEWAGE EJECTOR PUMPS FOR BASEMENT AND FIRST FLOOR SEWAGE SERVICE TO THE GRAVITY SEWER SYSTEM. DEPENDING ON THE ESTABLISHED FLOOR ELEVATION AT THE TIME OF HOUSE CONSTRUCTION, THE DEVELOPER MAKES NO WARRANTY OR GUARANTEE THAT ALL LOTS CAN GRAVITY FLOW TO THE MAIN SEWER SYSTEM. THE COST OF INDIVIDUAL SEWAGE PUMPS SHALL BE BORNE ENTIRELY BY THE LOT PURCHASER.
 - THE LOT PURCHASER OR DEVELOPER SHALL BE RESPONSIBLE TO GRADE AND CONTOUR HIS/HER LOT TO PREVENT STORMWATER FROM FLOWING AGAINST HIS/HER RESIDENCE. THE LOT PURCHASER OR DEVELOPER SHALL BE RESPONSIBLE TO CONVEY STORMWATER IN AN APPROVED MANOR ACROSS AND OR FROM HIS/HER PROPERTY. THE LOT OWNER SHALL MAINTAIN ALL SIDE YARD, REAR YARD AND FRONT YARD (ROADSIDE) STORMWATER DITCHES.
 - THIS PLAN REPRESENTS THE DEVELOPMENT OF A PORTION OF THE PROPERTY PURCHASED FROM EVERGREEN ASSOCIATES PF LLC, AS RECORDED IN LIBER 2980 FOLIO 131 DATED JUNE 25, 2024, AMONG THE LAND RECORDS OF ALLEGANY COUNTY, MARYLAND.
 - A PORTION OF THIS SUBDIVISION IS LOCATED ON PREVIOUSLY DEEP MINED AREAS. THE DEVELOPER MAKES NO REPRESENTATION AS TO THE POTENTIAL OR LACK OF POTENTIAL FOR FUTURE DISTURBANCE, BREAKING, SINKING, OR SUBSIDENCE OF THE EXISTING GROUND SURFACE DUE TO PREVIOUS MINING OPERATIONS. ALL LOT PURCHASERS, BY VIRTUE OF DEED COVENANTS, MUST RELEASE AND HOLD HARM-HARMLESS THE DEVELOPER FROM ALL LIABILITY FROM DAMAGES OR INJURIES TO PERSONS OR PROPERTY SHOULD SUCH EVENT OCCUR.
 - ALL LOTS IN THIS SUBDIVISION ARE SUBJECT TO THE DEED COVENANTS WHICH HAVE BEEN SIMULTANEOUSLY RECORDED WITH THIS SUBDIVISION PLAT.
 - NO PART OF PHASE 1A OF THIS SUBDIVISION LIES WITHIN THE 100 YEAR FLOOD BOUNDARY AS INDICATED BY THE NATIONAL FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 24001C0018E.
 - ALL STORMWATER MANAGEMENT OR CONVEYANCE DEVICES (STRUCTURAL OR NON STRUCTURAL), INSTALLED BY THE DEVELOPER AT THE TIME OF CONSTRUCTION, CONSTITUTE PART OF THE APPROVED STORMWATER MANAGEMENT PLAN AND MAY NOT BE ALTERED OR REMOVED WITHOUT PRIOR PERMISSION OF THE CITY OF FROSTBURG. THESE DEVICES INCLUDE (BUT ARE NOT LIMITED TO) PIPES, SWALES, DRAINS, DRY WELLS, ROOF LEADER CONNECTIONS, PONDS OR SUMPS. THESE DEVICES MAY NOT BE ALTERED IN ANY CASE, WHETHER THEY EXIST ON FEE SIMPLE LOTS, COMMON OPEN SPACE, OR AREAS DEDICATED TO PUBLIC USE.
 - THE ROADWAYS, WATER SYSTEM, SANITARY SEWER SYSTEM, AND STORMWATER CONVEYANCE SYSTEM AND APPURTENANCES THERETO (MANHOLES, CATCH BASINS, PIPE, ETC...) SHALL BE OWNED AND MAINTAINED BY THE CITY OF FROSTBURG UPON COMPLETION AND ACCEPTANCE BY THE CITY OF FROSTBURG. THE OPEN SPACE AREAS, PLAYGROUNDS, COMMUNITY CENTER, STORMWATER MANAGEMENT FACILITIES (POND, SPILLWAYS, WATER QUALITY BMPs, DRYWELLS, ETC...) SHALL BE OWNED AND MAINTAINED BY THE DEVELOPER AND/OR THE HOMEOWNERS ASSOCIATION IN PERPETUITY. FINAL ACCEPTANCE OF ANY PUBLIC LANDS, RIGHT OF WAY, OR INFRASTRUCTURE SHALL BE ACCOMPANIED BY A METES AND BOUNDS DESCRIPTION TO BE PROVIDED BY THE DEVELOPER, AND RECORDED AMONG THE LAND RECORDS OF ALLEGANY COUNTY, MARYLAND.

SHEETS 1 OF 2 AND 2 OF 2 TOGETHER
CONSTITUTE THE ENTIRE PLAT AND SHOULD
NOT BE CONSIDERED INDEPENDENTLY



APPROVED BY THE CITY OF FROSTBURG DEPARTMENT OF PUBLIC WORKS

BY _____ DATE _____

CITY ENGINEER

APPROVED BY THE CITY OF FROSTBURG PLANNING AND ZONING COMMISSION

BY _____ DATE _____

CHAIRMAN

APPROVED BY THE CITY OF FROSTBURG FIRE CHIEF

BY _____ DATE _____

FIRE CHIEF

OWNER CERTIFICATION:

THE SUBDIVISION AS SHOWN HEREON IS MADE WITH MY CONSENT AND AT MY DIRECTION. THE MONUMENTS SHOWN ARE IN PLACE. THE STREETS AS SHOWN, IF NOT PREVIOUSLY DEDICATED, ARE HEREBY TENDERED FOR PUBLIC USE. THE REQUIREMENTS GOVERNING THIS SUBDIVISION, AS SET FORTH IN THE CITY OF FROSTBURG SUBDIVISION REGULATIONS, HAVE BEEN COMPLIED WITH.

BRANDON REECE
EVERGREEN ASSOCIATES LLC
26 MAPLE STREET
FROSTBURG, MD 21532

DATE

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY THIS PLAT TO BE CORRECT AND ACCURATE. THE MONUMENTS SHOWN HEREON ARE IN PLACE AND THE REQUIREMENTS OF THE CITY OF FROSTBURG SUBDIVISION REGULATIONS AND OTHER APPLICABLE LAWS RELATING TO THIS PLAT AND SETTING OF THE MONUMENTS HAVE BEEN COMPLIED WITH.

MATTHEW S. BREWER
MARYLAND REGISTRATION NO. 21388
(EXPIRATION 2-04-26)
23 EAST MAIN STREET, SUITE 200
FROSTBURG, MARYLAND 21532

DATE

NOTARY:

STATE OF MARYLAND, COUNTY OF ALLEGANY, TO WIT:

SWORN TO AND
SUBSCRIBED BEFORE ME BY


ON THIS _____ DAY OF _____, 20 _____

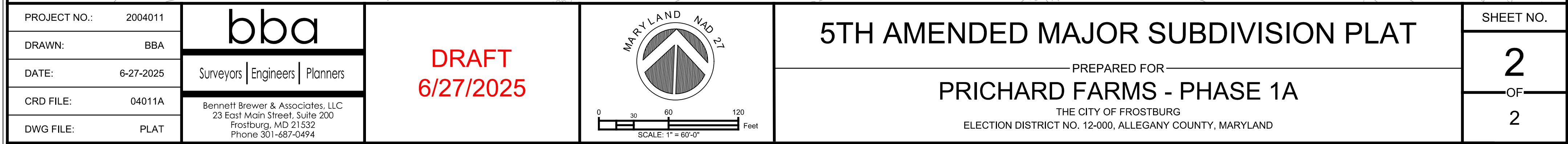
SIGNATURE OF NOTARY PUBLIC MY COMMISSION
EXPIRES

(NOTARY SEAL)

LEGEND KEY

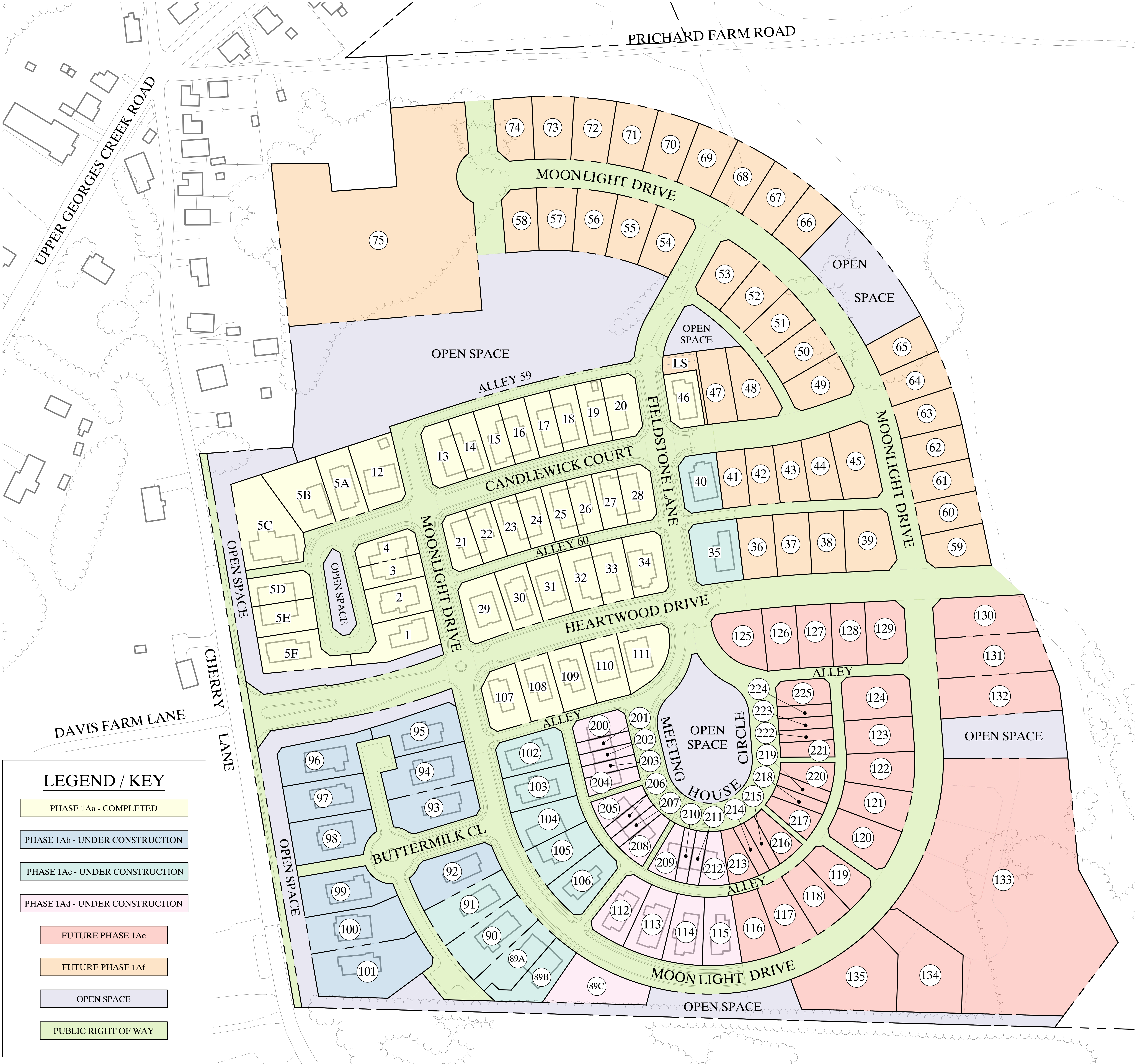
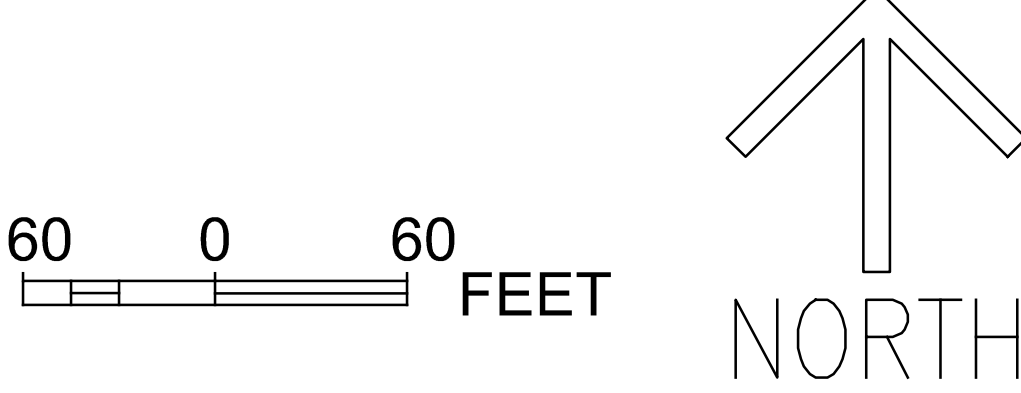
SUBJECT PROPERTY LINE
CONTOUR LINE (5' INTERVAL)
BUILDING RESTRICTION LINE
EASEMENT (TYPE AS NOTED)
MONUMENT SET (TYPE AS NOTED)
MONUMENT RECOVERED (TYPE AS NOTED)
LOT NUMBERS
OPEN SPACE
WETLAND

PROJECT NO.:	2004011	 Surveyors Engineers Planners Bennett Brewer & Associates, LLC 23 East Main Street, Suite 200 Frostburg, MD 21532 Phone 301-687-0494	DRAFT 6/27/2025	5TH AMENDED MAJOR SUBDIVISION PLAT PREPARED FOR PRICHARD FARMS - PHASE 1A THE CITY OF FROSTBURG ELECTION DISTRICT NO. 12-000, ALLEGANY COUNTY, MARYLAND	SHEET NO. 1 OF 2
DRAWN:	BBA				
DATE:	6-27-2025				
CRD FILE:	04011A				
DWG FILE:	PLAT				



prichard farms

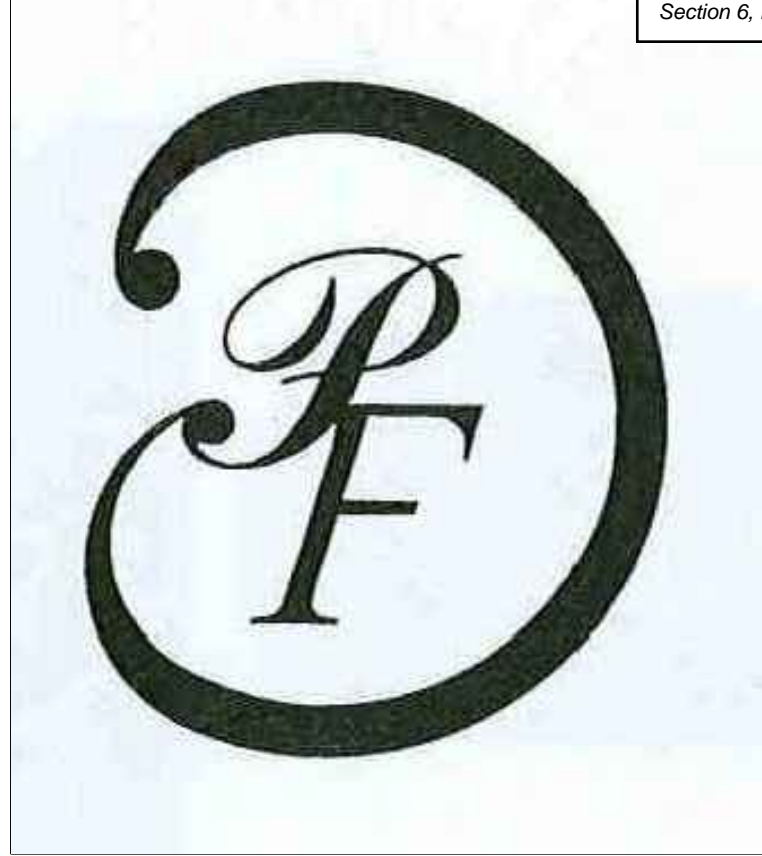
frostburg, maryland



LEGEND / KEY

- PHASE 1Aa - COMPLETED
- PHASE 1Ab - UNDER CONSTRUCTION
- PHASE 1Ac - UNDER CONSTRUCTION
- PHASE 1Ad - UNDER CONSTRUCTION
- FUTURE PHASE 1Ae
- FUTURE PHASE 1Af
- OPEN SPACE
- PUBLIC RIGHT OF WAY

PRICHARD FARMS			
LOT #	ACRES	LOT #	ACRES
1	0.194	90	0.241
2	0.156	91	0.221
3	0.103	92	0.239
4	0.107	93	0.223
5A	0.167	94	0.236
5B	0.221	95	0.208
5C	0.332	96	0.238
5D	0.124	97	0.217
5E	0.137	98	0.244
5F	0.190	99	0.236
12	0.205	100	0.272
13	0.143	101	0.388
14	0.114	102	0.177
15	0.114	103	0.165
16	0.114	104	0.165
17	0.114	105	0.165
18	0.114	106	0.177
19	0.114	107	0.163
20	0.143	108	0.150
21	0.113	109	0.151
22	0.103	110	0.161
23	0.103	111	0.174
24	0.103	112	0.159
25	0.103	113	0.165
26	0.103	114	0.165
27	0.103	115	0.161
28	0.123	116	0.161
29	0.183	117	0.165
30	0.140	118	0.165
31	0.140	119	0.143
32	0.140	120	0.178
33	0.140	121	0.165
34	0.160	122	0.165
35	0.206	123	0.165
36	0.153	124	0.205
37	0.153	125	0.174
38	0.150	126	0.147
39	0.205	127	0.151
40	0.152	128	0.152
41	0.112	129	0.173
42	0.118	130	0.265
43	0.123	131	0.310
44	0.141	132	0.340
45	0.209	133	2.712
46	0.128	134	0.416
46 LS	0.057	135	0.414
47	0.156	200	0.084
48	0.178	201	0.047
49	0.167	202	0.046
50	0.161	203	0.046
51	0.161	204	0.063
52	0.161	205	0.077
53	0.166	206	0.046
54	0.171	207	0.046
55	0.165	208	0.079
56	0.165	209	0.077
57	0.165	210	0.046
58	0.150	211	0.046
59	0.167	212	0.083
60	0.147	213	0.083
61	0.147	214	0.046
62	0.149	215	0.047
63	0.160	216	0.077
64	0.160	217	0.079
65	0.160	218	0.046
66	0.175	219	0.046
67	0.175	220	0.077
68	0.175	221	0.061
69	0.175	222	0.046
70	0.175	223	0.046
71	0.175	224	0.047
72	0.175	225	0.095
73	0.175	RIGHT OF WAY	11.444
74	0.162	OPEN SPACE	6.822
75	2.306		
89A	0.169		
89B	0.165		
89C	0.225		



surveyors



engineers



planners

bba

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