



# THE CITY OF FROSTBURG

## Planning Commission Meeting Agenda

Wednesday, January 14, 2026 at 7:00 PM

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

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- 1. Call to Order**
- 2. Roll Call**
- 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 November 2025 Planning Commission Meeting.  
Motion and Second to Approve the Minutes for the November 2025 Planning Commission Meeting.
- 5. Citizen Comments**  
From Floor; intended for topics unrelated to the current agenda items
- 6. Project Presentations**
  - A.** Preliminary Plan Review - Vertical Converting Addition - Frostburg Industrial Park  
\*\*Additional materials forthcoming\*\*
- 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, November 12, 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, Jeff Snyder, and Chad Paul were present. Adam Ritchey was 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 October 2025 Planning Commission Meeting.

Commissioner Rase made a motion to approve the minutes for the October 2025 Planning Commission Meeting as presented, but to include a correction to a misspelling under Section 8, paragraph 2 of the minutes to change the word "all" to "allow". 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 Use for an Artisan/Small-Scale Manufacturing Use in the C1 Zoning District - 166 Bowery Street

Justin Tippen of Performance Property Management, LLC and Corey Heyman of Mighty Yough Foods presented their proposal to utilize the basement of 166 Bowery Street as a mushroom growing facility and to request a favorable recommendation to the Board of Zoning Appeals from the Planning Commission for Special Exception Use for an Artisan/Small-Scale Manufacturing Use in the "C1" University Corridor/Mixed-Use District.

After the presentation, discussion was held on various topics related to the mushroom growing facility, including the species of mushroom to be grown, the soil/growing medium, the hours of operation, the number of employees on site, the humidity of the growing area, the potential affects on quality of life for residential tenants, and the required number of parking spaces at the site.

Commissioner Rase specifically mentioned that the applicants should contact the Maryland Department of the Environment regarding the monitoring of effluent in drains.

Hearing no further discussion, Commissioner Rase made a motion for a favorable recommendation to the Board of Zoning Appeals for a Special Exception Use for an Artisan/Small-Scale Manufacturing Use, subject to the applicants adequately addressing the

number of required parking spaces during the Board of Zoning Appeals process. The motion was seconded by Commissioner Krogh, a vote was taken, and the motion passed unanimously.

## 7. Discussion Items

By Chair and Members of the Commission

Commissioner Rase discussed the most recent Comprehensive Plan Steering Committee meeting, during which the Housing Element for the Plan was presented to the Steering Committee for review and comment. He mentioned that the data related to housing units didn't seem accurate, and there was speculation that this could be due to differences in Decennial Census data and the American Community Survey data. Additionally, staff said that they would forward the Housing Element to the Planning Commissioners for their review and comment.

## 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, and from a Non-Permitted Use to a Special Exception Use in the Primary District Regulations for Residential Districts, Subject to Specified Conditions

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

Discussion was held regarding the proposed text amendment, and Commissioner Krogh questioned the provision regarding Home Occupations, which states "Artisan/small-scale manufacturing shall not include artist studios and other uses permitted in Residential Districts as home occupations under Section 8.1 of this Ordinance", to which staff explained the difference between a Home Occupation and an Artisan/Small-Scale Manufacturing land use.

Hearing no further discussion, Chair Best entertained a motion to recommend the proposed Text Amendment to the Frostburg Zoning Ordinance. Commissioner Rase made the motion to recommend the proposed Text Amendment to the Frostburg Zoning Ordinance to allow for Artisan/Small-Scale Manufacturing as a Permitted Use in all Commercial Districts and as a Special Exception Use in all Residential Districts. The motion was seconded by Commissioner Snyder, a vote was taken, and the motion passed unanimously.

## 9. Staff Reports

### A. Comprehensive Plan Update

Staff gave a brief update on the status of the Comprehensive Plan, stating that Commissioner Rase had already given a summary of the status of the Plan earlier in the meeting. Staff stated that the only other update was that the Consultant continues to work on additional elements of the plan in the background, and mentioned the Land Use Map was currently being adjusted and finalized.

## 10. Adjournment

Commissioner Paul made a motion to adjourn, and Chair Best called the meeting to a close at 7:46 P.M.