



THE CITY OF FROSTBURG

Board of Zoning Appeals Meeting Agenda

Thursday, May 15, 2025 at 7:00 PM

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

1. **Call to Order - Chair**
2. **Roll Call - Chair**
3. **Pledge of Allegiance - Chair**
4. **Case Number 2623 - 12 Village Parkway**
 - A. Statement of Appeal/Meeting Procedure - Chair
 - B. Swearing in of Witness - Chair

Do you solemnly declare or affirm under the penalties of perjury that the testimony you are about to give will be the truth, the whole truth and nothing but the truth?
 - C. Applicant/Proponent Presentation of Case - Applicant/Proponent
 - D. Presentation of Planning Commission Review - Staff
 - E. Opponent Presentation of Case - Public
 - F. Presentation Rebuttal - Applicant
 - G. Executive Session - Board of Zoning Appeals
 - i. Discussion of Findings, Conclusions and Conditions
 - ii. Motion to Approve/Deny Application/Postpone Hearing - Discussions Regarding the Same
 - iii. Alternative Motions - Discussions Regarding the Same
5. **Adjournment**

Form E-5

Frostburg's Board of Zoning Appeals**Statement of Appeal**Hearing Date: **May 15, 2025**Case # **2623**

CHAIRMAN: This public hearing of the Frostburg Board of Zoning Appeals, as advertised in local newspapers to be held at the Frostburg Municipal Center located at 37 Broadway on Thursday, May 15, at 7:00, pursuant to Section 1.18 of the Frostburg Zoning Ordinance, is now in Session. Board members present are: Julia Williams, Connie Loucks, Brian Alderton, Tom Vogtman, and Kevin Wagoner.

This Public hearing is being conducted for the purpose of the property owner who is requesting approval of a Special Exception process in the "T-LI" Technology/Light Industrial District pursuant to Sec. 3.11.C.5 of the Frostburg Zoning Ordinance to allow a Self-Storage Facility on the subject property.

Meeting procedure is as follows: when you are called to testify, please come forward, state your name and address and proceed with your testimony. While testimony is being presented, other persons present will refrain from interrupting. Only testimony of persons recognized by the Chair will have any bearing on the decision of the Board. Decisions made by the Board of Appeals may be appealed to the Circuit Court for Allegany County, 30 Washington Street, Cumberland. Testimony will now be taken from persons, agents, or council who have indicated their desire to testify.

CITY OF FROSTBURG BOARD OF ZONING APPEALS

FORMAL APPLICATION



DEPARTMENT OF COMMUNITY DEVELOPMENT
FROSTBURG MUNICIPAL CENTER
37 BROADWAY, P.O. BOX 440
FROSTBURG, MD 21532

Case # 2623
Hearing Date: 5-15-2025

Application Type	Administrative Error
<u>Special Exception</u>	Other: _____
Variance	

Applicant's Name: Craig Rick & Brooke Nelson
Applicant's Address: 5 JENKINS ST. FROSTBURG
Phone No.: 301-268-2920

Property Location: 12 VILLAGE PARKWAY
Physical address or distance and direction from nearest intersection

Property Dimensions: 1 ACRE
Tax Map: _____ Parcel: _____ Lot: _____ | Election District: _____
Current Zoning Classification: _____ Current Use: _____

REQUEST:

PLEASE EXPLAIN WHY YOU BELIEVE THE BOARD SHOULD GRANT YOUR REQUEST (use attachments as needed):

Please read and sign below:

As specified under Section 1.18.D of the City of Frostburg Zoning Ordinance, any Application for Special Exception or Variance must be presented to the Frostburg Planning Commission for review prior to the hearing date. The Planning Commission may enter a formal recommendation to the Board of Appeals to include an assessment of the impact that the Variance or Special Exception will have in respect to the City's Comprehensive Plan. The recommendation of the Commission is not binding upon the Board of Appeals.

Please plan to attend the Planning Commission Meeting. The next meeting is _____, at 7:00 pm at the Frostburg Municipal Center, 37 Broadway, Frostburg, Maryland. Failure to attend or to provide sufficient information for review by the Planning Commission could result in an unfavorable recommendation by the Planning Commission.

Applicant's Signature: Craig M. Nelson Date: 7/2/2024

Information Required for Appeal, if applicable (*drawings must be to scale*):

Parking Site Plan Floor Plan Site Plan Survey Other : _____

FOR CITY USE ONLY

Board of Zoning Appeals Fee: \$ _____ | Payment Type: Cash Check No.: _____
Application Date: _____ Taken by: _____ Status: APPROVED DENIED
Permit Issue Date: _____ Issued by: _____
Community Development Signature: _____

CASE NO. 2623

Real Property Data Search ()

Search Result for ALLEGANY COUNTY

View Map		No Redemption on File		No Registration on File	
Special Tax Recapture: None					
Account Number:		District - 24 Account Identifier - 000575			
Owner Information					
Owner Name:		NEILSON RICKY N ETAL NEILSON CRAIG		Use: COMMERCIAL Principal Residence:NO	
Mailing Address:		P O BOX 601 MIDLOTHIAN MD 21543-		Deed Reference: /02953/ 00032	
Location & Structure Information					
Premises Address:		12 VILLAGE PKY FROSTBURG 21532-0000		Legal Description: 1A S/W/S VILLAGE PARKWAY PARCEL 5-B INDUS. PARK	
Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section: Block: Lot: Assessment Year: Plat No:
0024	0014	0204	10002.01	0000	2 2023 Plat Ref:
Town: FROSTBURG					
Primary Structure BuiltAbove Grade Living AreaFinished Basement AreaProperty Land AreaCounty Use					
1983		1,848 SF		1.0000 AC	
Stories	Basement	Type	Exterior	Quality	Full/Half Bath GarageLast Notice of Major Improvements
		RETAIL STORE/		C3	
Value Information					
		Base Value	Value	Phase-in Assessments	
			As of 01/01/2023	As of 07/01/2024	As of 07/01/2025
Land:		50,000	50,000		
Improvements		56,200	83,900		
Total:		106,200	133,900	124,667	133,900
Preferential Land:		0	0		
Transfer Information					
Seller: NEILSON RICKY N ETAL		Date: 03/21/2024		Price: \$0	
Type: NON-ARMS LENGTH OTHER		Deed1: /02953/ 00032		Deed2:	
Seller: BRANCH BANKING & TRUST CO		Date: 11/18/2016		Price: \$50,000	
Type: NON-ARMS LENGTH OTHER		Deed1: /02258/ 00165		Deed2:	
Seller: 12 VILLAGE PARKWAY LLC		Date: 04/06/2016		Price: \$129,500	
Type: NON-ARMS LENGTH OTHER		Deed1: /02204/ 00241		Deed2:	
Exemption Information					
Partial Exempt Assessments:		Class	07/01/2024	07/01/2025	
County:		000	0.00		
State:		000	0.00		
Municipal:		000	0.00 0.00	0.00 0.00	
Special Tax Recapture: None					
Homestead Application Information					
Homestead Application Status: No Application					
Homeowners' Tax Credit Application Information					
Homeowners' Tax Credit Application Status: No ApplicationDate:					

12 Village Parkway, Frostburg, MD

Section 4, Item C.



8/14/2024, 8:49:09 AM

Points



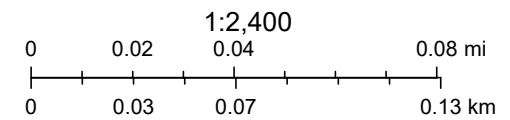
Override 1



Override 2



Tax Parcels





Built Rite
STORAGE
UNITS
301-697-6530
301-268-2920

Small yellow tag with illegible text.

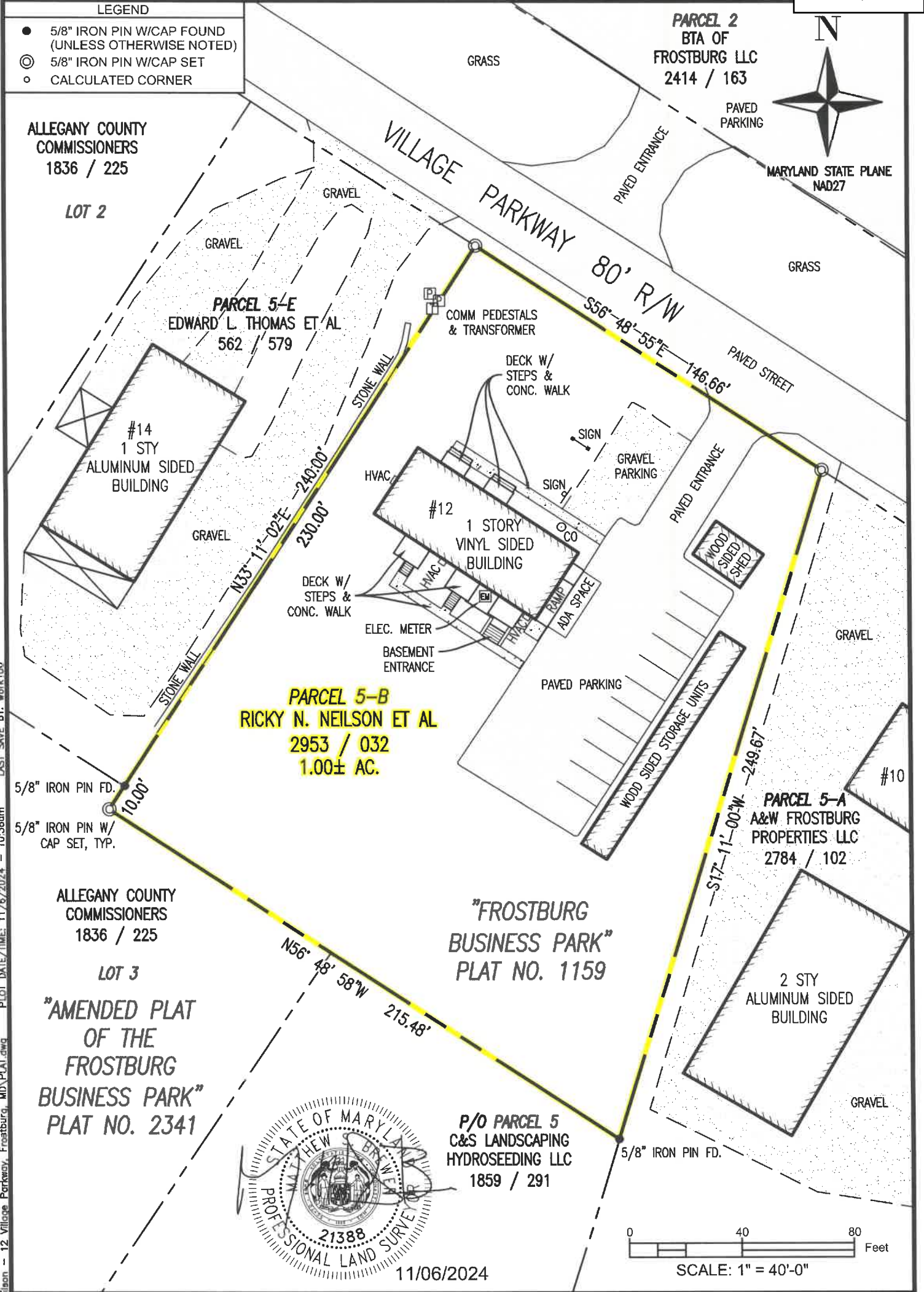












CAD FILE: P:\2024\24114 - Brooke Neilson - 12 Village Parkway, Frostburg, MD\PLAT.dwg PLOT DATE/TIME: 11/6/2024 - 10:36am LAST SAVE BY: work106

SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT I PERSONALLY PREPARED THIS BOUNDARY SURVEY OR WAS IN RESPONSIBLE CHARGE OVER ITS PREPARATION AND THE SURVEYING WORK REFLECTED IN IT, IN COMPLIANCE WITH THE REQUIREMENTS SET FORTH IN REGULATION .12 OF ARTICLE §15-308(b)(4) ANNOTATED CODE OF MARYLAND.

I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY, TO THE BEST OF MY KNOWLEDGE, WAS MADE ON ACCORDANCE WITH THE MINIMUM STANDARDS OF PRACTICE AS OUTLINED IN §15-208-B ANNOTATED CODE OF MARYLAND.

NOTE: THIS SURVEYOR HAS EXAMINED ONLY THE DEEDS IDENTIFIED HEREON AND AS SUCH CANNOT WARRANT THE EXISTENCE OR NONEXISTENCE OF ANY EASEMENTS, ENCUMBRANCES, RESTRICTIVE COVENANTS, OUT-CONVEYANCES ET CETERA THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.

PLAN OF SURVEY			
prepared for			
RICKY N. NEILSON ET AL			
12 VILLAGE PARKWAY			
CITY OF FROSTBURG, ELECTION DISTRICT 24-000, ALLEGANY COUNTY			
MARYLAND			
SCALE: 1" = 40'-0"		DATE: 11/06/2024	
bba	TAX MAP	PARCEL	PROJECT No.
	24	204	2024114
Surveyors Engineers Planners	CRD FILE: 24114	DRAWN: BBA	APPROVED:

To whom it may concern :

The Neilson Family has owned the property at 12 Village Parkway, Frostburg MD since 2017. In this time Marshall Neilson's sons (Rick + Craig Neilson) two third generation Business owners in which have been operating in the Frostburg Area for 25 plus years bought the property, along with Brooke Neilson, (owner of Mutt Masters Pet Grooming) and completely restored the property to run their business's out of. Along the process we added two additional spaces each 650 sq ft. All spaces of business have been inspected by the fire Marshall. In those two spaces include a hair salon (Platinum by Jenna) and (All Seasons Sports Cards) which was formally renting on main street in Frostburg, MD until the business caught fire. Rick and Craig Neilson feel that adding a storage unit business to the property would aid to the Frostburg community by allowing newcomers to our area to store their items that they may not be able to fit into their homes due to lack of space. With the lack of housing opportunities in this area a lot of people, such as student that go to Frostburg State University could safely store their items in a clean, off the street area. Given the location of 12 Village Parkway it is less congested and private. We have plenty of parking at this location and we are friends with our surrounding neighbors. We are basically like one big family.

We all help each other out and keep the property tidy and available for those new-comers. We, Craig, Rick and Brooke Neilson have no ill intentions or mean no disrespect towards the Frostburg city or community and feel that these business's that are being operated out of 12 Village Parkway are very aiding to our small community. We kindly ask for a special Exemption for the storage sheds on this property. We were under the impression that we did not need a permit because they are buildings with no footers or blocks. We are willing to comply with the city of Frostburg to do things the right way without any trouble in regards to keep all business's running smoothly. We feel that all of these business owners have worked hard and respectfully served our community, bringing in more opportunity and economic growth to the Frostburg community. Thank you for your time and we hope you can take this letter into consideration when making your decision to grant our family and small business owners this exception through the (BOZA) permission to continue to run business smoothly.

Rick - 301-697-6530

Craig - 301-268-2420

Brooke - 301-268-8863

Thank you, Sincerely,
Craig, Rick and Brooke Neilson

Brooke Neilson

Craig Neilson
Rick Neilson

Frostburg's Board of Zoning Appeals
Official Recommendation
By
Frostburg's Planning & Zoning Commission

Date of Planning and Zoning Commission Meeting: **August 14, 2024**

Board of Zoning Appeals

City of Frostburg

Case # ~~2621~~ 2623 

Applicant's Name: **Craig, Rick, and Brooke Neilson**

Applicant's Address: **5 Jenkins Street, Frostburg, MD 21532**

Location of Property: **12 Village Parkway, Frostburg, MD 21532**

Zoning District: **"T-LI" Technology/Light Industrial District**

Variance:

Special Exception: **XX**

Other:

The Frostburg Planning & Zoning Commission officially recommends the following with respect to the aforementioned case:

Approve: XX

Deny: _____

Stipulations or Reasons:

Date: August 14, 2024



Conrad Best, Chairman
Planning and Zoning Commission