



Town of Boonsboro

Planning

Monthly Staff Report

DATE: 07/12/2025

TO: Mayor & Council
Planning Commission
Boonsboro Municipal Utilities Commission
Town Manager

FROM: Andrew J. Bowen
Staff Planner

RE: **MONTHLY PLANNING UPDATE – April – June 2025**

COMPREHENSIVE PLAN:

- Comp Plan
 - Draft Comprehensive Plan Review – Public Meeting
 - Wednesday, July 23, 2025, at 6:00PM – Town Annex

ANNEXATIONS:

- Flook & TT&K Properties – T. Wesley Poss, Verdant Development Corporation, is working to develop a Master Development Plan for the following properties:
 - TT&K
 - Lakin
 - FlookVerdant has scheduled two (2) Public Input Meetings at the American Legion:
 - ***Tuesday, July 15, 2025, from 6pm-8pm***
 - ***Monday, August 11, 2025, from 6pm-8pm***
- King Road Associates – The Town Officials and Staff met with representatives of the family to discuss the future of the property. Family is determining if they want to develop the property or sell it. **NO CHANGE**

MAJOR SUBDIVISIONS:

- Battlefield Estates
 - Plans approved.
NO CHANGES

- The Preserve at Fox Gap
 - No activity since the insurance bond funds have all been spent.
- Fletcher's Grove
 - Chase Six / Campus Drive Realignment
 - Tri-Party MOU Signed by BoCC & WCPS
 - Contract of Sale Signed by Scott McIlwee
 - Pre-Construction Meeting held to locate future pole building on future McIlwee parcel
 - Dean South
 - Construction underway. SWM Pond and drain line installed through Knode Circle and site grading and utility work continuing.

MINOR SUBDIVISIONS:

- 50 St. Paul Street – Pancheco Subdivision – Utility Plans will need to be submitted since utility connections for the new parcels show connection to a sanitary sewer line that does not exist. **NO COMMENTS FROM TRIAD ON UTILITY PLANS**
- Kueffner Property – Preliminary discussion on development of the 38 AC parcel adjacent to the Town's WWTP property. Estimated number of unit between 60-64. Investigating sewerage pump station upgrade and relocation of the force main.
DECISION ON NEW SEWER PUMP STATION TO BE DETERMINED.

TEXT AMENDMENTS:

- **Site Plan Requirements – Amendments**
 - Awaiting Town Attorney's review and draft Ordinance for Text Amendments

INFRASTRUCTURE PROJECTS

- Reservoir Project
 - 12" Waterline installed on Boonsboro Mountain Road & roadway is open to public traffic
 - Concrete foundation for the reservoir poured
- Crestview High Pressure ByPass
 - 95% Design
 - Crestview HOA granted the Town of Boonsboro an easement for the waterline project
 - MDE has granted a permit for the stream crossing
 - Working through the County agencies reviews



Town of Boonsboro

Zoning

Monthly Staff Report

DATE: 07/12/2025

TO: Mayor & Council
Planning Commission
Boonsboro Municipal Utilities Commission
Town Manager

FROM: Andrew J. Bowen
Zoning Administrator

RE: **MONTHLY ZONING UPDATE – April - June 2025**

BOARD OF APPEALS HEARINGS:

- Future BZA Hearing for Mt. Nebo Church – Reader Board Sign – **NO CHANGE**
- Future BZA Hearing for 305 North Main Street – The applicant wants to subdivide the parcel and build a home on the newly created lot. Application was received on 07/08/2025 and will be scheduled in accordance with regulations for BZA cases.

ZONING VIOLATIONS AND COMPLAINTS:

- Investigating Potential Zoning Violations on:
 - Exhaust Fans – 23 South Main Street – Reviewing Zoning Request for Action regarding Zoning Certificate not issued for the referenced property. **ON GOING RESPONSE TO NEIGHBORS REQUEST FOR PUBLIC INFORMATION AND REQUEST FOR A BZA HEARING.**
- Multiple Zoning Violations for uncut grass for sidewalk overgrowth:
 - *214 South Main Street*
 - *217 Potomac Street*
 - *10 Stouffer Avenue*
 - *50 St. Paul Street*
 - *121 South Main Street*
 - *138 Orchard Drive*
 - *220 South Main Street*

ZONING CERTIFICATES / BUILDING PERMITS:



WASHINGTON COUNTY DIVISION OF PERMITS & INSPECTIONS

747 Northern Avenue | Hagerstown, MD 21742-2723 | P:240.313.2460 | F:240.313.2461 | Hearing Impaired: 7-1-1

Boonsboro Permits

Building Permits Applied From 4/1/2025 Through 6/30/2025

Record No.	Address	Applicant	Applied	Issued	Status	Fees Due	Description of Work
BO2025-0010	16 HOLDER Court	Tiffany Little	04/24/25		Review	\$109	Roof Solar
BO2025-0011	23 South MAIN Street	Dennis Richards	04/25/25		Review	\$103	Deck
BO2025-0012	202 BURTON Way	Ola Carew	05/05/25	05/29/25	Approved	\$0	Roof Solar
BO2025-0014	125 MONUMENT Drive	Shari Wagner	05/14/25	06/05/25	Approved	\$92	Deck
BO2025-0015	201 ORCHARD Drive	Mike Smith	05/20/25		Review	\$95	Roof for Deck
BO2025-0016	206 So MAIN Street	Tyler Lushbaugh	06/08/25	06/24/25	Approved	\$154	2 Car Garage
BO2025-0017	130 WEST WING Way	David Schildtknecht	06/19/25	06/30/25	Approved	\$38	Roof Solar
BO2025-0019	229 So MAIN Street	David Schildtknecht	06/19/25	06/30/25	Approved	\$38	Roof Solar
BO2025-0020	113 GREEN FERN Circle	Bryan Law	06/19/25	06/27/25	Approved	\$38	Roof Solar
BO2025-0021	305 No MAIN Street	Douglas Cronise	06/27/25		Review	\$166	Remodeling