



Open Session  
Minutes

September 11, 2024

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 9:00 am on September 11 by Sue Chambers.

Attendee Name	Title	Status
Sue Chambers	Chair	Present
Frank Dertzbaugh	Secretary	Present
Wanda Lynn	Treasurer	Present
Steve Bohn	Board member	Present via call
Carroll Yingling	Board member	Present

Other: Paige Sunderland, Denise Beaver and Planning and Development Review staff: Daphne Daly, Mary Lane, Kiersten Marple

II. Approval of Minutes

Wanda Lynn moved to approve the minutes.

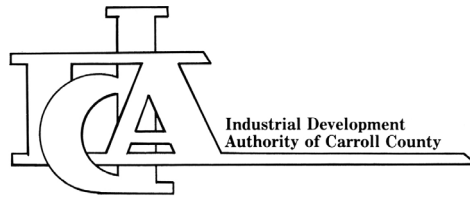
**RESULT: ADOPTED**  
**MOVER:** Wanda Lynn  
**SECONDER:** Frank Dertzbaugh  
**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling

III. Treasurer Report

Wanda Lynn reviewed the report. She noted there are available funds to begin a new development project.

Mr. Yingling made a motion to approve the Treasurer report.

**RESULT: ADOPTED**  
**MOVER:** Carroll Yingling  
**SECONDER:** Frank Dertzbaugh  
**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling



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IV. Employment Campus Zone development process

Daphne Daly briefed the Board on the vision and intent of the Employment Campus zone. The campus zone is envisioned as an integrated and cohesive development. It is to be designed as one plan with the location and uses of buildings, sidewalks, landscaping, roads and common areas delineated at the concept stage for approval by the Planning Commission. This development is not intended for individual lot subdivisions/sale. While modifications are possible once approval is granted, it would not allow for significant changes to the plan.

Daphne said a rezoning request could be possible during the Master Plan process, which is currently underway.

V. Adjourn

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Frank Dertzbaugh  
Secretary

Next Meeting:  
November 7, 2024  
9:00 am