

Indian Head Planning Commission Meeting Minutes
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July 1, 2026

Chair Gordon called the Planning Commission meeting to order at 5:30pm. Members in attendance:

Chair, Thomas Gordon
Ashley Gudnitz
Anita Sampson
Brian Israel *Joined at 5:33pm*
Adam Lynch, Base Liaison

Staff in attendance:
Ryan Hicks, Town Manager
Mark Harman, Zoning Administrator
Andrea Brady, Town Clerk

Sign: 4336 Indian Head Highway, Michelle's Cakes – Zoning Administrator Mark Harman gave a brief overview of the proposed sign. It meets all the signage requirements. It is on the agenda because the business is along the highway. Mr. Harman suggested approval. Mrs. Steele gave further information on the business location. They will be on the top parapet similar to the Muscle House Fitness sign that is part of the same building. She feels it will be a nice upgrade, especially facing the highway and will increase foot traffic to the business. The sign will not be lit as the business does not have night hours. Anita Sampson made a motion to approve. Brian Israel seconds the motion. All in favor.

Development Plan: 4445 Indian Head Highway, Velocity Center – Mr. Harman reviewed the concept plan with the Commission. Mr. Harman has met multiple times with the applicant to ensure the use of the property would mold to the area, and he feels that is being achieved with this plan. Mr. Harman did a review letter at the request of the applicant which has been provided to the Commission.

Terry Wright was present who is working with the developer. Mr. Wright spoke about the project. It is the old Ely site with the Velocity Center currently on the property. They are proposing three 10,000 square foot buildings with a pad site for a future restaurant. The owner would like to be able to move forward with developing building 1 for a tenant they are working with right now and they will add additional parking to meet the parking requirements. The use of these buildings will be general office space.

The three larger buildings will be a one-story flex space, the building on the far left hand side has a government contractor currently interested in the space. This will be the portion they plan to move forward with first. Each of those three buildings will of a similar look and feel to the Velocity Center currently on the property.

Rob Brough, owner of the property, also spoke about the proposed development. Single story flex type office buildings. Still in the design phase. Similar to design and esthetic to the Velocity Center. The tenant has signed a lease for around 60% of the first building. The plan is to build building one first then work through the rest of the site. Mr. Brough gave a brief history on the property. The goal is to enhance the project and create something to support the mission behind the base gate and increase the tax base to the town.

Mr. Harman explained the Commission will see this plan again in much greater detail as a preliminary/final plan at a future meeting. It will include further detail on the structures including things like color, etc. From Mr. Harman's standpoint this will help get stormwater management associated with the property. The idea of some landscaping, and the idea of an office use on that property as opposed to something industrial based would be an excellent use for the property.

The Commission is being asked to make a recommendation on the concept plan to lock it in for the applicant moving forward. The Commission will see a more detailed plan moving forward including a lot more technical information.

Anita Sampson made a motion to accept the concept plan. Ashley Gudnitz seconds the motion. All in favor.

Multifamily Concept Plan: Dogwood Street – Tim Davis & Anthony Olekson were present for the applicant; they are the same development team as the Velocity Center plan. Mr. Harman explained that this is also a concept plan. Conceptually the plan fits within the Ordinance. At the developer's request they took a more detailed look at it and provided a review letter which has been provide the Commission. This plan will also come back before the Commission as a more detailed plan.

Mr. Olekson gave additional details on the proposed plan. Within the TCMX zone they are looking to create an opportunity for a mixed use with some housing options for the residents. The overall property is split by Dogwood Street. Three buildings in total with the 2 larger being on the east side of the project. A portion of the property is the critical area line. They will be required to comply with Critical Area requirements, that the portion of the project within the LDA must meet the applicable lot coverage and forest/developed woodland clearing limits and appropriate mitigation must be provided for the proposed forest/developed woodland clearing as well as note that the buffer must be expanded to include contiguous sensitive features such as hydric soils, highly erodible soils, and steep slopes per COMAR 27.01.09.01. The developer has stated the project is complying with the maximum and minimum requirements of the Critical Area. They are planning two spaces per unit for parking. While they haven't gone through full calculations, they are planning for stormwater facilities throughout the layout of the plan. The current goal is to make sure this is from the Commissions' perspective a viable project.

Mr. Brough as a development team and construction company, they have been invested in the town since 2017, trying to revitalize and be a partner with the town on projects that will bring new life to the area. This is the next step in working with the Town to try to diversify the mix of housing types. There are existing single-family homes and a lot of town house options, but there

are not a lot of apartment options. They are trying to alleviate some of the housing stock issues that currently exist. They will be market rate apartment units with nice amenities.

Mr. Harman forwarded a copy of the concept plan to Critical Area for their assessment, and they only had reminder comments, no concern were shared at this time.

Chair Gordon asked if a road would have to be constructed coming off of Dogwood Street. Mr. Brough explained there is an existing right of way that is there for the purposes of inter-parcel connections. Their plan is to utilize that as private access between the commercial property in front of it and the apartment complex behind. The intention would be to loop it to connect to 210 at the front of USBTA to allow multiple ingress and egress to the property.

Mr. Olekson spoke further on the right of way. They are extending it as far as they can as a private access without impacting anything such as the wetland area.

Mr. Harman explained the roadway will be discussed more during additional meetings when the Commission sees a more detailed plan.

The Commission discussed the difference between public and private roads. The intent would be for it to be private, which means the developer would maintain it as part of the overall project. If it becomes public the Town would have to maintain it which would be an additional cost for the Town. Mr. Harman explained the primary difference is the way it is constructed. The construction requirements for private roads are somewhat different because the developer will have to maintain them.

Mr. Brough, will not develop a property that doesn't meet the standard, he would want to be able to do the same operations the Town would do without damaging things like storm drains, gutters, manholes, etc. The goal is for this to be a win-win development. He plans to meet all turning radius and requirements for emergency vehicles.

Brian Israel made a motion to accept the concept plan. Anita Sampson seconds the motion. All in favor.

Mrs. Steel asked what the timing is like on these types of plans. Mr. Olekson said the goal is to bring it to the Town as quickly as they can. This is an area where they would like to see more residents and more patrons of the local businesses.

Mr. Gordon thanked everyone for attending.

Chair Gordon adjourned the meeting at 6:07pm.

Submitted by:

A handwritten signature in cursive script that reads "Andrea Brady". The signature is written in dark ink and is positioned above the printed name and title.

Andrea Brady
Town Clerk