

MINUTES

COSM

Commissioners

COSM Special Work Session

Monday, September 17, 2018, 2:00 pm - 4:00 pm

Edgar M Bosley Jr. Municipal Admin Building

300 Mill Street; PO Box 206

St. Michaels, MD 21663

- I.

Call to Order

- President Boos called to order the special working session of the Commissioners of St. Michaels in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland at 2:00 p.m. Present were Commissioners Bill Boos, Joyce Harrod, Jaime Windon, Michael Bibb, and Michael Gorman, Planning Commission Chairman Dennis Glackin, Town Manager Jean Weisman, Legislative Clerk Suzanna Warnick, and two members of the Manns Woodward Design firm, Jim Magnuson and Mike Gerding.

- II.

Pledge of Allegiance

- III.

Consent Agenda

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Minutes from August 30, 2018 by Manns Woodward Studios - Meeting No. 2

- - for approval by COSM
- IV.

Items for Discussion

- Jim Magnuson of the Manns Woodward design firm, shared pictures of the Oxford town office, which were taken on a tour they have taken, along with the Commissioners and the Town Manager. Mr. Magnuson highlighted the Oxford meeting room space, its size and configuration. The Commissioners had a discussion of the building size, capacity and uses. Mr. Magnuson noted that the size of the planned St. Michaels building, with a 75-person meeting room, was calculated currently at 5700 square feet. Mr. Magnuson continued that their

tour had also included a visit to the Eastern Shore Land Conservancy offices. He said the Land Conservancy building had an open office concept, including short and tall glass-topped work stations, glass fronted offices, and copious natural light.

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Discuss Architectural and Engineering Services for New Town Hall - Meeting No. 3

- Team from Manns Woodward Studios Inc.
- President Boos turned the meeting over to Jim Magnuson of the Manns Woodward design firm, who presented the firm's re-draft of the planned St. Michaels space based on the last meeting with the Commissioners. Mr. Magnuson said that the re-draft includes parking and meets lot coverage and setback requirements; however, he said that the building would need to be positioned on the lot in a particular way, and that no other configuration would work, given the zoning and environmental constraints. Mr. Magnuson also identified the individual rooms, including workspaces, offices, restrooms, files, server area, utility room, and plans for storm water. Mr. Magnuson said the design would technically work, but there would be some compromises.

After some additional discussion, President Boos said that he felt this iteration would not work for the Town's needs and that the building itself would not be at all attractive. Commissioners Bibb and Gorman did not want to amend the code to make the building work. Commissioner Bibb added that he thought an alternative site was a better choice in the first place. Dennis Glackin was concerned about access and egress and traffic. President Boos said he still liked the site, and he liked the idea of a two-story stacked building. Commissioner Windon said she also felt that if the zoning is unreasonable regarding parking, it should be changed, or fewer spaces should be considered. Commissioner Harrod said the building and the parking should make sense. Commissioner Gorman said he is concerned about the site and it being too small, with parking and traffic issues, and said he felt a one-story building was cheaper and more accessible and that any of the other sites were walkable. Commissioner Bibb said he did not want to jam a two-story building on the site and believed it would be a traffic and emergency problem. Dennis Glackin said his concern was traffic circulation and noted the library expansion and former Acme reconstruction would contribute to congestion.

President Boos then directed the design firm to present an analysis of the project, including the issues presented in the discussion. The designers did say that they believed the site was the right one for a walkable town office, and

suggested that relaxing the parking regulations may be the key to having a workable design on the site.

There was then a discussion of the meeting room details by the designers, who provided draft space layouts for the Commissioners' consideration. After some discussion and questions regarding the space, Commissioner Gorman asked if the firm would address specifically the possibility of a one-story building on the site. The designers agreed, and said they looked forward to the next meeting, which would be scheduled for early October.

- V.

Comments from the Public

- VI.

Comments from the Commissioners

- VII.

Adjournment

- President Boos adjourned the meeting at 3:50 p.m.