

St. Michaels Planning Commission
Thursday, January 24, 2019
Regular Meeting - 6 pm

1. Call to Order

Chairman Dennis Glackin called to order the regular meeting of the Planning Commission at 6:00 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland. Also present were Commission members Paulette Florio, Carol Parlett, and Jeff Knapp, Town Manager Jean Weisman, Zoning Officer Kymberly Kudla, and three members of the public. Member Helen Levin was absent.

2. Election of Officers

Mrs. Weisman said the members would be electing a chairman and a vice chairman, and would need to make nominations for both and vote separately on each. Member Carol Parlett made a motion to elect Dennis Glackin as Chairman. Member Knapp seconded the motion, which passed on a voice call vote of 4-0 in favor. Member Parlett then nominated Jeff Knapp as Vice Chairman. Member Florio seconded it, and the nomination passed on a voice vote of 4-0 in favor.

3. Approval of Minutes

Chairman Glackin introduced the new Zoning Officer, Kymberly Kudla, who had come from Somerset County in Maryland. Chairman Glackin asked if there were any comments, corrections or changes to the minutes for the December 20, 2018 regular Planning Commission meeting. As there were no changes, Chairman Glackin called for a motion to approve as presented. Member Parlett made the motion, which was seconded by Member Knapp, and which then passed on a voice vote of 4-0 in favor. The members then reviewed the draft minutes for the January 8th Zoning Code revision workshop. There were no changes. Member Paulette Florio made a motion to approve as presented. Member Knapp seconded the motion, and the motion passed on a voice vote of 4-0 in favor. The members also reviewed draft minutes for the January 15th Zoning Code revision workshop. Member Knapp noted a word missing on Page 2, 2nd paragraph, line 7, and a spelling error on the bottom of the same page. There being no other substantive changes, Member Parlett made the motion to approve the minutes of January 15th as corrected. Member Florio seconded it, and the motion passed on a voice vote of 4-0 in favor.

4. Discussion: Sustainable Community Update

Chairman Glackin said the Sustainable Community program is operated by the State's Community Development Block Grant (CDBG) Program, and enables towns like St. Michaels to apply for grants for community projects. Chairman Glackin said that towns must re-apply every five years to participate, and it was time for St. Michaels to update its application. Mrs. Weisman said the renewal process requires a review by a committee of residents representing business, residents, community organizations and the Planning Commission. Mrs. Weisman said the State has offered several dates on which they can send representatives to help kick off the series of update meetings – February 12th, February 14th, February 22nd, or February 26th at 10:00 a.m. or 1:00 p.m. The members agreed on February 12th at 1:00 p.m. Mrs. Weisman said she would get in touch with CDBG and asked the members to read through the last application with a view toward what may have changed, or needed to change, since 2014. Mrs. Weisman said she and Kymberly Kudla would be the staff contacts for the review. Mrs. Weisman said the update was important because the State wants the Town to move forward on the renewal, and she noted that most of St. Michaels is in the CDBG's "priority funding" area.

5. E-mail Request from David Breimhurst re: Zoning Survey and Re-write process

Chairman Glackin introduced David Breimhurst of Grace Street; Mr. Breimhurst summarized points in his e-mail, noting that many of his neighbors don't understand the survey or the zoning re-write, and that the survey presumes a working knowledge of the zoning code that most people don't possess. Mr. Breimhurst said the primary issues seemed to be accessory dwellings, parking, and building height. Mr. Breimhurst suggested a public forum to provide an overview of the project and an explanation of the issues, and allow residents to ask questions of the Commission and Peter Johnston, the consultant. Chairman Glackin briefly explained the process and how it got started, referencing the Planning Commission's correspondence to the Commissioners requesting funding to update the Code, and letters from Planning Commission members outlining various issues that needed revision or modification. Member Knapp said he was in favor of an informational meeting, perhaps held on a Saturday as Mr. Breimhurst suggested, that would provide an overview of the Code revision project. Mr. Breimhurst said he thought the meeting would go a long way in quelling some of the rumors and miss-information. Mr. Breimhurst said people need the "big picture." After some discussion, the members agreed on a Saturday and issue an e-mail blast to residents well in advance. Chairman Glackin suggested that the first meeting could be an explanation of the survey and a "big picture" discussion. Member Knapp said that subsequent meetings could discuss specific topics and be scheduled at times convenient for the public. The members agreed on Saturday, February 16, 2019 at 2:00 p.m. at the Town Office for the first meeting and asked staff to publicize the meeting via town e-mail. Chairman Glackin invited public comment.

Tad DuPont of Locust Street asked for an appointment to share some of his thinking with one or two of the Commission members on issues related to small museums and the PRZ Zone. The members said that would be fine and Mr. DuPont said he would call to arrange it. Mr. Breimhurst asked if the Commission had considered an architectural review board for areas outside the Historic District as he felt such a board would have been helpful, for example, with regard to the gas station project. The members said it hadn't come up, but it would be worth discussing at some point.

6. Adjournment

As there were no other comments, Member Parlett made a motion to adjourn, which was seconded by Member Florio and which then passed on a voice vote of 4-0 in favor at 6:40 p.m.

Minutes approved by a 4-0 vote in favor on 28th day of February, 2019



Dennis Glackin, Chairman