

St. Michaels Planning Commission  
St. Michaels Town Office  
300 Mill Street

Remote Workshop  
October 6, 2020 - 2:00 P.M.

**Present:** Planning Commission Chairman Jefferson Knapp and members Helen Herman and Carol Parlett, Zoning Officer Kymberly Kudla, and Meeting Coordinator Kimberly Weller.

**I. Call to Order:**

Chairman Knapp called the remote workshop to order at 2:00 p.m. in St. Michaels, Maryland.

**II. Approval of Minutes**

- September 9, 2020
- September 22, 2020

Chairman Knapp noted one change to the minutes of September 9, 2020. As there were no other changes, Chairman Knapp called for a motion to approve the minutes as amended. Member Carol Parlett made the motion, which was seconded by Member Helen Herman, and which passed on a voice vote of 3-0 in favor. Chairman Knapp had no changes to the draft minutes of September 22, 2020. Member Parlett made the motion to approve the September 22, 2020 minutes as presented. Member Herman seconded it and the motion passed on a voice vote of 3-0 in favor.

**III. Discussion Items**

- Parking Signage

Chairman Knapp asked if other members would like to help walk the town streets to identify which ones would need curb markings and/or signage. Member Parlett said she would be willing to help. Ms. Kudla asked Chairman Knapp if he had the dimensions of the parking signs available. He responded that the signs were the same as the Victoriana sign. Chairman Knapp then presented pictures of the sign samples to narrow the choices before the next meeting with the Commissioners. The members present, plus a preference for the blue sign from Chris Thomas provided by Ms. Kudla, decided to narrow the choices to the black background with a larger “P” or the all blue background with the larger “P” (46” x 16”) for submission to the Commissioners, along with offering a choice for the size of the directional arrow.

**IV. Comments from Members and Staff**

Chairman Knapp said Peter Johnston was scheduled for the next workshop meeting to discuss changes he had made to Chapter 110 of the draft code update, and the members would also continue discussion of parking issues. Member Parlett asked when the parking lot work might start. Chairman Knapp said that public works indicated they could begin shortly, but a definitive date had not been determined. He said he would inquire again.

Ms. Kudla confirmed that the next meeting of the Planning Commission would be October 20<sup>th</sup> and that the Community Center would be presenting sketch plans for an expansion of their facilities at the November 10<sup>th</sup> meeting.

**V. Adjournment**

The meeting was adjourned at 2:30 p.m.

Minutes approved by 4-0 vote in favor on 10<sup>th</sup> day of November, 2020.

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Jefferson Knapp, Chairman