

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

Remote Workshop
December 9, 2020 - 2:00 P.M.

Present: Planning Commission Chairman Jefferson Knapp and Commission Members Helen Herman, Carol Parlett, and Paulette Florio, Zoning Officer Kymberly Kudla, Zoning Consultant Peter Johnston and Meeting Coordinator Kimberly Weller.

I. Call to Order:

Chairman Knapp called the remote workshop to order at 2:04 p.m. in St. Michaels, Maryland.

II. Approval of Minutes

- November 24, 2020

There were no changes to the minutes. Member Paulette Florio made a motion to approve the November 24th minutes. Member Carol Parlett seconded it and the motion passed on a voice vote of 4-0 in favor.

III. ITEMS FOR DISCUSSION

- **Changes to Chapter 340 of the Revised Code of St. Michaels**

Member Parlett said she had some additions to her review of Sections 2 and 3 of the Town with Member Florio. Chairman Knapp said he was finishing up his portion of that project and Member Herman was as well. He suggested that Member Parlett submit her additions to Ms. Kudla and all portions of the project would be reviewed at the next meeting.

Chairman Knapp asked if the members had had a chance to review the revisions proposed at the last meeting. All members said were pleased with Mr. Johnston's revisions. Mr. Johnston said he thought the members now had a comprehensive list of amendments that they could forward to the Commissioners. Chairman Knapp said the members should vote on the amendments. He called for a vote on the short-term rental amendment from 11/25. Member Parlett made a motion to approve the amendment. Member Florio seconded it and the motion passed on a vote of 4-0 in favor. Chairman Knapp then called for a motion on the amendments to Chapter 340, Articles 4 and 18 from 11/16. Member Parlett made the motion, which was seconded by member Florio and which passed on a vote of 4-0 in favor.

Peter Johnston e-mailed an additional amendment to Chapter 340-135(a)(2) (change to special exceptions section recommended by Mr. Rollow) for the members' review. Chairman Knapp read the amendment to the members and then called for a motion. Member Parlett made a motion to accept the special exception amendment. Member Florio seconded it, and the motion passed on a vote of 4-0 in favor.

Chairman Knapp asked Mr. Johnston to send along a clean copy of the revisions without the deletions, which he said he would do right away.

- **Site Plan Revision**

Chairman Knapp then called for a motion on the revisions to Chapter 110, November 16th version, which the members said they had reviewed. Member Florio made a motion to accept the revisions to Chapter 110. Member Parlett seconded it, and the motion passed on a vote of 4-0 in favor.

- **Parking Issues**

Chairman Knapp and the members discussed possible dates and times for public forums on parking. Chairman Knapp said Town Manager Jean Weisman has suggested an evening meeting and perhaps a Saturday to accommodate residents. Chairman Knapp and Kim Kudla discussed advertising the meeting with a Constant Contact e-mail to residents. Mr. Johnston suggested structuring the meeting before setting times. Chairman Knapp agreed and asked Peter Johnston if he would outline a draft power point presentation to structure the meeting, including input from Chris Thomas on emergency vehicle conflict areas, and Helen's presentation on parking. Chairman Knapp said if the members could have a draft from Peter Johnston by the next meeting of the Planning Commission on November 22nd at 2:00 p.m.

- **Parking Signage**

The members discussed on signage for parking locations and directional signs for overflow parking.

- **Sidewalk Requirements**

Chairman Knapp read a statement from Chris Thomas, Planning Commission member and a resident of E. Maple Avenue, which gave the opinion that no property owners should have to pay for repair of their sidewalks. After some discussion, the members agreed to address a letter to the Commissioners opposing resident payment for sidewalks and pointing out street work that was improperly done. The members said they would provide Chairman Knapp with any other thoughts which could be added to the letter.

IV. **Matters from Members, Staff**

Member Paulette Florio brought up a drainage issue at 109 E. Maple. She had received a complaint from the property owner that the new house next door had installed a driveway, the height of which was causing overflow in the swale and flooding on her property. Ms. Kudla said she was aware of the issue and had spoken to the contractor, who would be mitigating the problem with an improved swale and a lip for the driveway that would help to direct water to the street.

V. **Adjournment**

The meeting was adjourned at 2:53 p.m.

Minutes approved by 4-0 vote in favor on 12th day of January, 2021.

Jefferson Knapp, Chairman