

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

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

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

1. Call to Order:

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

II. Approval of Minutes

- August 24, 2020

Chairman Knapp said he had no issues with the draft minutes of August 24, 2020. Member Carol Parlett said in that meeting she had suggested that the Nature Trail be designated a “smoke free zone.” The members agreed to include Member Parlett’s comment in the minutes. Chairman Knapp called for a motion to approve the minutes as amended. Member Parlett made the motion, which was seconded by Member Paulette Florio, and which passed on a voice vote of 4-0 in favor.

III. Peter Johnston – Draft Zoning Code Update – Additional edits

Chairman introduced Peter Johnston to review the changes to the Zoning Code. Peter Johnston said he had submitted the draft Code to the Critical Area Commission. Mr. Johnston said the Commission requires the Planning Commission to submit a letter to them requesting that they approve the updated Code as a refinement to the Town’s Critical Area program. Mr. Johnston said the letter must include the original program maps updated to include any use of growth allocation since the last recorded usage. Mr. Johnston said he needed to verify that the last use of growth allocation was in 2013 – the Perry Cabin Project - and he could update the maps. Mr. Johnston said that with this information, he was confident that the Critical Area Commission would approve the revised Section 340.

IV. Discussion Items

- Subdivision/Site Plan Ordinances review update

Dennis Glackin, former Planning Commission chairman, said that the code update had initially not dealt with the subdivision and site plan regulations, which he now believed also needed updating and reorganizing for ease of use and understanding. Mr. Johnston said the original scope of his consultancy did include those sections so he would make the changes as suggested by Mr. Glackin and get them to the Planning Commission for review. Mr. Johnston said he would also draft the letter to the Critical Area Commission for review by Zoning Officer Kudla and Town Manager Jean Weisman, and that he would probably need about two or three weeks to complete the letter and the code changes.

- Parking Committee Plan update

Member Chris Thomas joined the meeting at 2:55 p.m.

Mr. Johnston said he would remain to hear the parking discussion. Chairman Knapp said that Chris Thomas and Helen Herman had been working on plans to improve parking in St. Michaels, including the upgrading of the Mill Street and Boundary Lane properties to be used a temporary parking areas.

Member Herman said she was still working on the signage portion of the plan. Member Herman and Jeff Knapp shared with Peter Johnston the plans that were presented to the Commissioners and provided background to bring Mr. Johnston up to date. Kimberly Weller added the parking areas to Google Maps. Chairman Knapp added that he was pursuing other online sites such as Waze for posting the parking areas for visitors. Chairman Knapp said that a possible issue for advice from Peter Johnston would be solutions – whether temporary or permanent – to ease parking and safety issues on Water and Mulberry Streets and parking problems related to the Historic District. Mr. Johnston agreed that testing temporary solutions may be the way forward. Members Florio and Parlett emphasized the safety issue where parked cars inhibit emergency vehicles on Water and Mulberry Streets.

V. Adjournment

The meeting was adjourned at 3:27 p.m.

Minutes approved by 3-0 vote in favor on 6th day of October, 2020.

Jefferson Knapp, Chairman