

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

Remote Workshop
January 26, 2021 - 2:00 P.M.

Present: Planning Commission Chairman Jefferson Knapp and Commission Members Helen Herman, Chris Thomas, Carol Parlett and Cynthia Allen, 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

- January 12, 2021

No members had any issues or changes to the minutes of January 12, 2021. Member Carol Parlett made a motion to approve the minutes, which was seconded by Member Thomas, and which then passed on a roll call vote of 5-0 in favor.

III. Bistro – Outdoor seating parking waiver

Jennifer Stevens, representing the Bistro, answered questions from the members. She said that the addition of an outdoor patio would not impact the required parking spaces, and the patio surface would use materials that were as pervious as possible. Ms. Kudla said there would need to be Critical Area 10% pollutant reduction, and that the project would necessitate an In-house site plan review. After some additional discussion, Member Carol Parlett made a motion to approve the application for a parking waiver for 403 St. Talbot Street and to move it to site plan review. Member Thomas seconded it and the motion passed on a voice vote of 5-0 in favor.

IV. Public Hearing – Chapter 110 (Site Plan Review) and 290 (Subdivision) ordinance rewrite

Chairman Knapp opened the public hearing on the combination of Chapters 110 and 290. Peter Johnston provided an overview of the proposal combining of the two functions. He noted that site plan review and subdivision deal with similar topics and similar processes for review and approvals. He added that the goal of this combination was to streamline and simplify the administrative process and give the Planning Commission the ability to waive or modify standards. Mr. Johnston then answer questions from the members and the public. Doug Rollow of Water Street said he supported the combination but had questions about public comment during the review process. Mr. Rollow also questioned which applicants were eligible to appeal a decision to the Board of Zoning Appeals vs. the Circuit Court. There was no further comment and Chairman Knapp closed the public hearing.

V. Items for Discussion

- Parking

Chairman Knapp open a discussion of parking signage. Member Helen Herman said she was working on a kiosk design with Kim Weller and a town map identifying parking. Chairman Knapp agreed to send a picture of the latest sign mockup to Commissioner Breimhurst and said the physical mock-up had been delivered to the Town Office.

Town Commissioner David Breimhurst said he would like to move ahead with the development of wayfaring signage and asked the Planning Commission to take it up again.

The members discussed the Constant Contact e-mail service and other ideas for getting information out to the public.

VI. Matters from Staff

Ms. Kudla had no other comments. Chairman Knapp said the next meeting would be February 2, 2021 at 6:00 p.m. for the public forum on parking. Peter Johnston said he would make the adjustments to the PowerPoint presentation for that meeting.

VI. Adjournment

The meeting was adjourned at 3:22 p.m.

Minutes approved by 4-0 vote in favor on 16th day of February, 2021.

Jefferson Knapp, Chairman