

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

Remote Workshop
January 12, 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.

1. Call to Order:

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

II. Election of Officers

Chairman Knapp said the first order of business was the election of officers for the new year and he called for nominations. Member Chris Thomas nominated Jeff Knapp for Chairman and Helen Herman for Vice Chairman. There were no other nominations. The members voted unanimously in favor of Jeff Knapp for Chairman and Helen Herman as Vice Chairman.

III. Approval of Minutes

- December 9, 2020

No members had any issues or changes to the minutes of December 9, 2020. 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 4-0 in favor.

IV. Items for Discussion

- **Parking Update**

Chairman Knapp opened the discussion of Peter Johnston's power point presentation on parking. The other members said they liked the presentation. Chairman Knapp said he would like to include the signage that had been approved and the documentation should be paginated. Member Chris Thomas also noted that section on Google and Apple maps should be checked for currency. Member Thomas said he would check the section and send updates to Peter Johnston.

The members discussed when to make the report public and decided to issue a constant contact email prior to the public forum meeting. The members agreed on February 2nd at 6:00 p.m. for the public forum. Zoning Officer Kudla confirmed the regular Planning Commission workshop on January 26th at 2:00 p.m. and scheduled the public hearing for that date.

- **Revisions to Chapter 340 – Food Trucks**

Zoning Officer Kudla said she had received comments regarding regulations for food trucks and stated that they are vague. After a lengthy discussion, the members agreed to rely on the County Health Department's licensing/permit process and to leave code as is for now. Ms. Kudla said she would supply the members with copies of the permit she had drafted for their review.

- **Sidewalk requirements**

The members reviewed and discussed a draft letter to the Commissioners compiled by Chairman Knapp. Member Chris Thomas said that refund payments to residents for past sidewalk repair was an issue for the Commissioners and should not be part of the Planning Commission's letter to them.

The members agreed to delete that reference from the letter. A resident raised the issue of traffic speed and sidewalks on Railroad Avenue. Chairman Knapp said a sidewalk on the South side of Railroad could be a potential project for a future budget cycle. The members then took public comment. After some additional discussion, the members agreed that going forward, residents should not have to pay individually for upgrades of the sidewalk.


V. Matters from Staff, Members

Ms. Kudla suggested that the Planning Commission make one of their monthly work sessions a regular meeting for the purposes of scheduling. The members agreed. Chairman Knapp said he would scan Dennis Glackin's letter to Ms. Kudla, who would send it out to the other members. The members welcomed new member Cynthia Allen.

VI. Adjournment

The meeting was adjourned at 3:35 p.m.

Minutes approved by 5-0 vote in favor on 26th day of January, 2021.



Jefferson Knapp, Chairman