

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

Remote Workshop
March 16, 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, Consultant Peter Johnston, Meeting Coordinator Kimberly Weller, and members of the public.

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

- February 16, 2021
- March 2, 2021

Chairman Knapp said the minutes for February 16, 2021 had no issues. Member Helen Herman made the motion to approve the minutes of February 16th as presented. Member Chris Thomas seconded it, and the motion passed on a voice vote of 5-0 in favor. Chairman Knapp said he had no changes to the minutes of March 2nd and called for a motion. Member Carol Parlett made the motion, which was seconded by Member Thomas and which passed on a voice vote of 5-0 in favor.

III. Parking Public Forum – Peter Johnson

Chairman Knapp introduced Peter Johnson, who outlined the objectives of the parking committee:

- to increase parking capacity
- improve emergency access to residents and businesses
- make more efficient use of existing parking
- Reduce the conflicts between resident and visitor parking
- improve adequacy and uniformity of signage

Mr. Johnston said the committee had identified problem parking areas in the Town, including areas where emergency access needed improvement. He added that the committee has also recommended ways to reduce traffic congestion, particularly on Talbot Street. Mr. Johnston said the committee wanted to gather public input and suggestions for issues or locations they may have overlooked. Mr. Johnston concluded that this was the last public forum before the committee presented its recommendations to the Commissioners and that any comments or suggestions from the public needed to be submitted to Zoning Officer Kym Kudla.

Chairman Knapp then called for public comments. Karen Wald of Grace Street said her street continues to be blocked by deliveries and noted that if parking is to be taken away on Talbot Street, the committee should consider making Grace Street “resident only” parking. Chairman Knapp thanked Mrs. Wald for her comments and said it was his hope that the recommendations in total and working with the businesses to redirect employee parking to non-customer spaces would help alleviate a lot of the congestion on Grace and other side streets. Chairman Knapp said the committee was trying to come up with a blend of ideas and balanced solutions, which may have to be adjusted as they are implemented, but the goal was to improve the parking, safety, signage and traffic situation for residents and visitors.

The members discussed the Planning Commission's role in approaching businesses about parking vs. the role of the municipality, represented by the Commissioners. Member Cynthia Allen she said she liked the idea of a committee to approach the businesses.

There were no other comments. Chairman Knapp closed the public forum portion of the meeting.

IV. Sidewalk Grant Application – Cynthia Allen

Member Cynthia Allen said she had researched the links recommended by Member Helen Herman, and the grant application period opens April 1st at which time she hoped to obtain a detailed copy of the grant application. She said the grant does include a category for new sidewalks which would be appropriate for Railroad Avenue. Member Herman said she favored going forward with both the sidewalk project and the nature trail extension to see what grant money could be obtained as the projects would move ahead faster with the funding in place.

Member Allen said she would pursue a copy of the application and continue to gather information.

V. Planning Commission Annual Report to the Commissioners

Chairman Knapp said he had provided the members with a draft report for their review. Peter Johnston said the final report is also required to go to the State so they can monitor growth in the State. He also noted that there was a shorter version that he could supply for use in coming years. Chairman Knapp asked if the members approved the report he had drafted for this year and next year, the shorter version would save time. Member Chris Thomas made a motion to approve the annual report as presented. Member Parlett seconded it, and the motion passed on a voice vote of 5-0 in favor.

VI. Parking Signage

The members briefly discussed the wayfaring signage project assigned to them by the Commissioners. Ms. Kudla said she would supply the members with a copy of the final RFP that went out in 2018. Chairman Knapp said the members could have another discussion at that time. Chairman Knapp opened a discussion of Helen Herman's parking signage design for the parking lots and the wayfaring maps that would also be on the signpost. The members discussed the location of the post and determined that it should be set far enough back so that people were not standing in the street to access the maps.

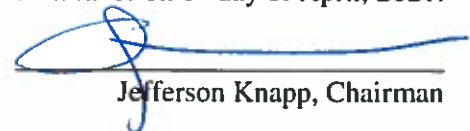
VII. Announcement of Next Meeting

Chairman Knapp said the next meeting would be April 6th at 2 p.m. and added that the Planning Commission would be requesting to be calendared for parking signage at the next Commissioners' meeting on March 24th.

VIII. Adjournment

The meeting was adjourned at 3:13 p.m.

Minutes approved by 4-0 vote in favor on 6th day of April, 2021.


Jefferson Knapp, Chairman