

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

**Workshop**  
August 3, 2021 - 1:00 P.M.

**Present:** Planning Commission Chairman Jefferson Knapp and Commission Members Helen Herman (arriving late) and Cynthia Allen, Interim Town Manager Jeff Rhodes, Zoning Officer Kymberly Kudla. Members Chris Thomas and Carol Parlett were absent.

**I. Call to Order**

Chairman Knapp called the Planning Commission's in-person and remote workshop to order at 1:10 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland.

**II. Items for Discussion**

- **CBMM Parking**

Museum President Kristen Greenaway (virtual) and Steve Byrnes (in person) were present representing the Chesapeake Bay Maritime Museum (CBMM). Chairman Knapp said that review of minutes would be postponed until Member Herman joined the meeting to provide a quorum. Chairman Knapp said the members had before them Ms. Kudla's draft language under "Location of Off-Street Parking", adding a No. 5 under Chapter 340-149. Steve Byrne said he approved of the change and Ms. Kudla added that specifying parcels in Zone MM restricted the application. Ms. Kudla said that the change was a text amendment and required a public hearing before the Planning Commission and the Commissioners and that she would schedule a public hearing for the Planning Commission's meeting on August 17, 2021.

- **Star Democrat Article**

Chairman Knapp said the article in the Star Democrat on the Freemont Street lot contained many inaccuracies and should be corrected. Chairman Knapp and Communications Manager Kimberly Weller said they would pursue corrections with the newspaper. Member Helen Herman joined the meeting, and all the members took time to read the Star Democrat article.

- **Planning Consultant**

Interim Manager Jeff Rhodes said the Commissioners had agreed on a budget for the consultant but the RFP had yet to be drafted.

- **Parks and Recreation request for partial reimbursement for Maps**

Chairman Knapp said that the Parks and Recreation Committee had a limited budget to begin with and had asked him if any reimbursement for the parking lot maps was possible. He suggested that the Planning Commission parking budget could support the reprint, which represented half of the total cost.

- **Commissioners' "Four P's" Concept Paper**

The members briefly discussed the "Four P's" paper put forward by the Commissioners. The members generally agreed that the Town's Comprehensive Plan covered most of the concepts, but that as an update of the Comprehensive Plan approaches, the Commission could look as how to incorporate them.

- **Parking Update**

The members discussed enforcement of the parking changes as being key to success. The members also discussed at length the Fee-in-Lieu language and the need to retain flexibility for the Planning Commission to use Fee-in-Lieu as an option. The Planning Commission agreed to leave a qualifier in the sentence disputed by Doug Rollow of Water Street. Ms. Kudla said the Commissioners would have an opportunity to review any changes to the text amendment in draft ordinance form at their next meeting. Chairman Knapp raised the issue of truck traffic on certain streets and said he had talked to Chief Smith about the problem. Kim Weller said she would look at the existing signage for trucks.

Chairman Knapp said he had talked to Casey Rauch about getting a cost for the storm water management portion of the Fremont Street parking lot. Jeff Rhodes said a meeting with the State Highway Administration had been set up for August 19<sup>th</sup> to discuss the removal of spaces on Talbot Street and the curb and sidewalk repair project.

### **III. Approval of Minutes**

- July 20, 2021

There were no comments or changes to the minutes of July 20, 2021. Member Herman made a motion to approve the minutes as presented. Member Cynthia Allen seconded it and the motion passed on a voice vote of 3-0 in favor.

### **IV. Adjournment**

Chairman Knapp said the next meeting was August 17<sup>th</sup> and, as there were no other topics or comments, the meeting was adjourned at 2:10 p.m.

Minutes approved by 3-0 vote in favor on 17<sup>th</sup> day of August, 2021.

  
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Jefferson Knapp, Chairman