

St. Michaels Planning Commission
St. Michaels Town Office
300 Mill Street
Virtual Session
October 19, 2021 - 1:00 P.M.

Present: Planning Commission Chairman Jefferson Knapp and Commission Members Carol Parlett and Cynthia Allen, and Zoning Officer Kym Kudla.

I. Call to Order

Chairman Knapp called the Planning Commission’s in-person and remote workshop to order at 1:07 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municipal Building, 300 Mill Street, St. Michaels, Maryland.

II. Approval of Minutes

Chairman Knapp asked if there were any comments or changes on the minutes of September 21, 2021. There were no changes. Member Carol Parlett made a motion to approve the minutes. Member Cynthia Allen seconded it and the motion passed on a voice roll call vote of 3-0.

III. Fremont Street parking lot - Sketch Plan Review

Chairman Knapp referred the members to Zoning Officer Kudla’s comprehensive report. The members were comfortable with the plans for the island, rolled curbing and trees. The members removed bicycle parking space from the plan, agreeing that bicycle parking would be more appropriate in the Pemberton lot near bathrooms that were proposed for that lot. The members agreed to add a handicapped space to the Fremont lot plan because, even though the lot was proposed as temporary and unpaved, it was near the shopping area. Member Parlett requested two handicapped spaces to be marked with signage on the Mill Street lot as well.

The members agreed to waive the 10-foot landscape buffer, deeming it unnecessary given other shrubbery, under-story trees and landscaping in the plan.

The members discussed the need for some type of lighting for the Fremont lot. Member Parlett asked if the lighting from the Boy Scout Cabin might be re-used on this lot. Chairman Knapp didn’t think they would work because of the residents’ opposition to the light intensity. He said he would ask Casey Rauch about lighting on a nearby light pole at the graveyard.

After some additional discussion and adjustment of the meeting equipment, Chairman Knapp called for a motion to approve the sketch site plan incorporating Ms. Kudla’s report and with the following adjustments: removal of bicycle parking, addition of one handicapped space, site lighting, and waiving the need for the decreased landscape buffer on the North side. Member Parlett made the motion, which was seconded by Member Allen and which passed on a voice vote of 3-0 in favor.

IV. Items from the Planning Commission

Member Parlett noted that the next meeting would be November 2nd. Chairman Knapp said that the Commissioners have asked the Planning Commission to review the trash outsourcing proposal and its costs and provide recommendations to them. Chairman Knapp urged a full

commission to review the trash proposal and he was confident that the Planning Commission would have some great ideas on how make the trash proposal workable and more palatable to businesses and residents.

Member Parlett said she had spoken to the Rotary and they were very interested in the trail extension but would like the Town to pay for the feasibility study as a first step and a sign of good faith. Chairman Knapp and Ms. Kudla said they would pursue inquiries with the Commissioners.

In response to Member Allen's question, Chairman Knapp said that the Commissioners have selected a town planner from the Annapolis area who would be meeting with the Planning Commission soon. Chairman Knapp also said that the Commissioners had approved a firm to interview and select a permanent town manager.

V. Adjournment

The meeting was adjourned at 2:00 p.m.

Minutes approved by 3-0 vote in favor on 2nd day of November, 2021.

Jefferson Knapp, Chairman