

**St. Michaels Planning Commission**

**St. Michaels Town Office**

**300 Mill Street**

In Person and Virtual Session

December 21, 2021 - 2:00 P.M.

**Present:** Planning Commission Chairman Jefferson Knapp and Commission Members Carol Parlett, Cynthia Allen, Chris Thomas, Zoning Officer Kym Kudla, Assistant Codes Enforcement Officer Bill Gilmore, Consultant Peter Johnston and Engineer Brett Ewing, and John Novak.

**I. Call to Order**

Chairman Knapp called the Planning Commission's remote regular meeting to order at 2:00 p.m. via Zoom.

**II. Minutes**

- December 2, 2021

Chairman Knapp said he had no comments or changes to the minutes. Member Carol Parlett made the motion to approve the minutes of December 2 and December 7, 2021 as presented. Member Cynthia Allen seconded the motion, which then passed on a voice vote of 4-0 in favor.

**III. Items for Discussion**

- 105 and 107 S. Talbot Street – Minor Subdivision Review

Chairman Knapp reminded everyone that the owners of the two side-by-side houses (105 and 107) on a single parcel wanted to sub-divide the parcel into two separate properties. Chairman Knapp said the process was straightforward and had been reviewed by the Technical Advisory Committee. Chairman Knapp called for a motion to move the request on to final review and called for any comment. There were no comments. Member Parlett seconded it, and the motion passed on a show of hands vote of 3-0 in favor, with Member Chris Thomas abstaining.

Chairman Knapp said the proposed hotel for the gas station property on Talbot Street has been postponed to a future meeting. Zoning Officer Kym Kudla joined the meeting.

- Tents

Chairman Knapp introduced zoning consultant Peter Johnston and opened a discussion of tents and the language Mr. Johnston had written for the Code. Mr. Johnston said he would make changes to the language based on the discussion. Chairman Knapp read the section of Chapter 108.8, which the members agreed was sufficient. The members thanked Peter Johnston for his input and participation.

- Trash

Chairman Knapp referenced Kym Kudla's memo on the trash policy, and the members discussed the proposed policy.

- Grants

Chairman Knapp briefly discussed key grants for construction engineering studies for the Rails to Trails and Railroad Avenue sidewalk projects. Kym Kudla said she would write up the request to submit to the Commissioners.

**IV. Announcement of Next Meeting**

Chairman Knapp said the next meetings were January 4 and 18, 2022 at 1:00 p.m. The members welcomed new member John Novak for the upcoming meetings and said farewell to Member Carol Parlett.

**V. Adjournment**

The meeting was adjourned at 3:10 p.m.

Minutes approved by 3-0 vote in favor on 4<sup>th</sup> day of January, 2022.

  
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Jefferson Knapp, Chairman