



OFFICE OF THE PLANNING AND ZONING COMMISSION

**MINUTES OF THE
PLANNING AND ZONING COMMISSION
JUNE 23, 2021**

- I.** Commission Chairman Larry Brown called the meeting to order at 7:00 pm. In attendance were Kathleen Berault, Laura Blackwelder, Cynthia Greengold, Jeff Larsen, and Jan Ruttkay, Commission Members, Christopher Jakubiak, Planning & Zoning Administrator, and Sharon Humm, Commission Clerk.

II. Approval of the Planning & Zoning Agenda

MOTION: Commissioner Berault moved to approve the June 23, 2021 Agenda as presented. Seconded by Commissioner Greengold, all in favor.

III. Approval of the minutes of the May 26, 2021 Planning & Zoning Commission meeting.

MOTION: Commissioner Berault moved to approve the minutes of the May 26, 2021 Planning & Zoning meeting. Seconded by Commissioner Greengold.

Commissioner Berault noted a typographical error. The Commission Clerk will correct. The Commission approved the minutes as amended, all in favor.

Approval of the minutes of the June 15, 2021 Planning & Zoning Work Session.

MOTION: Commissioner Berault moved to approve the minutes of the June 15, 2021 Planning & Zoning work session. Seconded by Commissioner Greengold.

MOTION: Commissioner Berault moved to amend the minutes to change “take a site visit” to “make a site visit”, spell out the acronym RPC, to “Residential Planned Community” and correct the spelling of her name. Seconded by Commissioner Greengold, all in favor.

- IV. Public Comment on any item on the agenda: Public comment will be accepted by dialing (929)205-6099 and enter Meeting ID 869 755 7180. NOTE: There will be a 2-minute limit on comments received. No comments received.**

V. Annual election of the Commission Chairman.

MOTION: Commissioner Greengold moved to re-elect Larry Brown as Chair and Lori Blackwelder as Vice-Chair. Seconded by Commissioner Berault, all in favor.

Chairman Brown requested Mr. Jakubiak share with the Commission the Comprehensive Plan Update he presented to the Town Council at its work session. Mr. Jakubiak gave a brief overview and addressed questions from the Commission.

VI. Deliberations on draft Comprehensive Plan report chapters, especially Transportation, Community Facilities, Water Resources and possibly the review of changes made to the Land Use Chapter.
Chapter 5 – Land Use

Pg 8 – Divide Objective #1 into two objectives:

1. Develop land use decisions that are compatible with protecting and enhancing the quality of the Chesapeake Bay and its surrounding ecosystem while discouraging land development that promotes negative impacts.
2. Recognize the Bay and its tributaries as focal points of the local and regional economy, and as treasured community amenities. **Agreed, all in favor.**

Pg 9 - Add as an additional Objective:

At the earliest opportunity, secure through acquisition, the last remaining significant bay front parcel in Chesapeake Beach, known as Randall Cliffs Heritage Area, located in the southern panhandle of Chesapeake Beach adjoining Bayfront Park. **Mr. Jakubiak suggested this be a recommendation and be placed under the subheading of Resource Conservation and could even be labeled on the land use map as “future acquisition for recreational purposes”. All in agreement.**

Pg 9 – Combine objectives #2 & #6 into one objective to read:

Protect the Town’s unique small town bayfront character and setting through regulations on new development and redevelopment. Encourage zoning and density levels that do not overburden the current Town infrastructure. **Agreed.**

Pg 9 – Move objective #7 up to objective #3- All in agreement.

Commissioner Blackwelder is asking for confirmation on the following:

Pg 12 and 13 – Commercial Gateway Area - Identify Gateway area and consider extending it to Rt 261. **Leave “Gateway” as currently designated.**

Pg 12 and 13 – Was it the intention to rezone the strip along the west side of MD Rt 261 at the northern end of town as “Residential Only” or should the structures along the road be labeled “Town Commercial?” **Will remain “Residential Only” as currently designated.**

Pg 12 and 13 - Should all of the Residential Planned Communities’ be labeled as “Suburban Cluster” and “High Density,” rather than keeping the designation “Residential Planned Community”? Will this allow for more housing in these or nearby lots than was included in the RPC approvals? How will the town identify which parcels or areas have easements since the plats have been redrawn? What does this designation mean for the housing along MD RT 261 across from Roland’s? **Mr. Jakubiak addressed this concern. No action taken.**

Pg 12 and 13 - The areas designated as “Town Commercial” are redevelopment areas. Will this designation prevent the new buyers from retaining a Single Family Home residential use after sale? If so, what wording do we need to add to allow Single Family Home use to be retained if desired? **Mr. Jakubiak will add a caveat statement such as: “as a matter of policy, residential above commercial will only be allowed in the “Gateway”.**

Pg 18 What should be allowed on the two (2) properties mentioned in this paragraph? Which commercial zone?
“The one-acre residential property next to the Captain’s Quarters commercial building (at the northern end of Deforest Drive) is proposed for commercial use, provided the right of vehicular access to Bayside Road is approved by the State Highway Administration. This parcel property could, if developed for commercial use meet a need for more commercial building space in Town. If access to Bayside Road is obtained, the property may be rezoned for commercial use; until then it should remain zoned for residential use.”

MOTION: Commissioner Greengold moved to remove this parcel from Town Commercial zone and re-zone to Residential. Seconded by Commissioner Berault, all in favor.

Pg 12 and 13 - Should the vacant lots across from the Fire Department be labeled RV1 or RV2? Question from Wes Donovan- Will townhomes be allowed on these properties? **No townhomes. This area will remain single-family home use.**

Chapter I -Municipal Growth-Introduction

Commissioner Greengold presented a new paragraph for the introduction. **Mr. Jakubiak will replace the current introduction paragraph with the new paragraph presented by Commissioner Greengold. All in favor.**

Pg 19 Include the highlighted edits:

Maritime Commercial

As shown on Map 3, the Maritime ~~Mixed Use~~ designation encompasses the part of Town centered on the Fishing Creek Bridge, including the existing boating and marina activities along Bayside Road. **The goal for this area is to provide an active land use at original grade level for all commercial construction and to provide public pedestrian access to all waterfronts in the area. The purpose is to while accommodating and promoting the diversity of Maritime and water related commercial uses and intensities that have long defined the Town's historic waterfront.** These include the Town's working waterfront uses, recreational boating, overnight accommodations, and restaurants, among others. Because the Maritime area is especially impacted by sea level rise, as documented in Chapter IV, it is recommended that land uses, development, and building activities adhere to the policy guidance in this Chapter, under the heading, "Adapting to Sea Level Rise and Flooding Vulnerabilities".

Additionally, over-intensification of development in this area is a concern, and assessments of public infrastructure, traffic studies, noise or light pollution, and other relevant factors should be carefully evaluated when considering project approval in order to avoid adverse impacts to residents and nearby recreational or commercial properties. All in agreement on both of Commissioner Blackwelder's highlighted edits, along with Commissioner Greengold's recommendation (in red) to add "Maritime and water related" before the word commercial.

VII. Public Comment- There was no public comments received.

The Commission's next meeting will be held July 28, 2021.

Adjournment:

There being no further comments Commissioner Berault moved to adjourn the meeting at 9:57 pm. Seconded by Commissioner Ruttkay, all in favor.

Submitted by,

Sharon L. Humm
Commission Clerk