



**OFFICE OF THE PLANNING AND ZONING COMMISSION**

**MINUTES OF THE  
PLANNING AND ZONING COMMISSION  
JULY 28, 2021**

- I.** Commission Chair 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.

Mayor Mahoney was present on the call and wanted to thank, on behalf of the Town Council and the citizens of Chesapeake Beach, all the Commissioners for all the work they have done and continue to do. "The work you are doing is very important in planning for the future of our Town."

Chairman Brown thanked Vice-Chair Blackwelder for stepping in and representing the Commission at the Town Council meeting this month. Vice-Chair Blackwelder made a brief statement.

**II. Approval of the Planning & Zoning Agenda.**

**MOTION:** Commissioner Greengold moved to approve the July 28, 2021 Agenda as presented. Seconded by Commissioner Berault, all in favor.

**III. Approval of the minutes of the June 23, 2021 Planning & Zoning Commission meeting.**

**MOTION:** Commissioner Berault moved to approve the minutes of the June 23, 2021 Planning & Zoning meeting. Seconded by Commissioner Ruttkay, 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.**

1. Maggie Bennett of 2259 Sansbury Drive, Chesapeake Beach spoke to the Commission on behalf of the Sierra Club's Clean Energy Renewable Team.

**V. Review of Revisions on the draft comprehensive plan report.**

Questions for the Commission:

Whether to Include?

1. Reference to the Town's Flood and Sea Level Rise Action Plan framework. **Yes, included in the Implementation Section.**
2. Reference to the Town's referendum, and Ordinance O-21-1, prohibiting full casino or sports betting licenses. **Commission agrees a reference should be included. Mr. Jakubiak will draft a paragraph for review and inclusion.**
3. The Commission received a briefing from the Town's Economic Development Committee on June 15, 2021, which recommended:
  - a. Expanding the potential commercial areas along Rt 260 and 261. **Commission agreed not to expand.**

- b. Opposing the recommended 35-foot building height restrictions. **Commission agreed to retain the 35-foot building height restrictions.**
- c. Support for limited and regulated short term rentals. **This was addressed by the Town Council. Commission took no action.**

**The following items refer to the document labeled DRAFT JULY 2021:**

1. **Municipal Growth, Pg. 18, first paragraph under introduction. Insert the highlighted context below as the first paragraph:**

Following a number of highly successful endeavors to implement smart growth principals into neighborhood development projects, Chesapeake Beach saw its population double between 2000 and 2010, and then continue to grow through 2020. While the Town has excelled in offering a variety of housing types that can accommodate a diverse range of income levels, municipal infrastructure and commercial amenities needed to serve additional residents was not expanded in a corresponding degree. Notably, the Town remains deficient by national standards in the area of parkland and open space; the newly built Northern High School, which is the only public high school that serves the community, has already exceeded its capacity; and the Town's only two throughfares, MD Rt. 260 and MD Rt. 261, require traffic solutions but lack the space needed to expand them in a number of areas. Adding additional pressure to existing infrastructure, an expansive intensification of the Town's landmark commercial property, the Rod-N-Reel Resort, has been approved and is projected for completion in the coming year. With this commercial expansion, Chesapeake Beach's road capacity, parking capacity, and recreational asset capacity will be further burdened, thus heightening the need for walkability, pedestrian safety, and open space infrastructure. **Commission agreed to insert, all in favor. Mr. Jakubiak addressed Commission concerns relating to the Town remaining deficient, by national standards, in the area of parkland and open space.**

2. **Municipal Growth, Pg. 18, first existing paragraph under introduction (Revised Working Draft):** Remove the words "limited growth anticipated" and add "future growth in Chesapeake Beach" and after the words "its development as a" add "visitor friendly, nature friendly, Chesapeake Bay waterfront heritage community and recreation destination," to read as follows:

This Plan signals that Chesapeake Beach will be especially intentional and purposeful in its decisions about growth and development over the next 20 years. It is the intent of this Plan that the ~~limited growth anticipated~~ **future growth in Chesapeake Beach** advance the Town's improvement, progress, and enhancement--this is, its development as a **visitor friendly, nature friendly, Chesapeake Bay waterfront heritage community and recreation destination.**

**The Commission amended the last sentence to read "visitor and nature friendly, Chesapeake Beach historic waterfront community and recreation destination." All in favor.**

3. **Municipal Growth, Pg. 22, end of 1<sup>st</sup> paragraph:** Remove the sentence "There are several potential consequences of this that are addressed in this Plan." and replace with, "By comparison, the Town's population changed by 300, from 5.8K to 6.1K, between 2010 and 2020, to read as follows:

Under this Plan the zoned development capacity would be reduced by 53 percent from 489 to 230. This new development capacity is the sum of the 174 currently approved housing units and 56 potential housing units which might be created through infill. Since no further development potential is contemplated by this Plan, the forecast is that the Town will grow by 230 housing units. This reflects an average annual rate of 0.5 percent and basically matches the Low Projection illustrated and described above. There are several potential land use consequences of this that are addressed in this Plan. This reflects an average annual rate of 0.5 percent and basically matches the Low Projection illustrated and described above. ~~There are several potential land use consequences of this that are addressed in this Plan.~~ **By comparison, the Town's population changed by 300, from 5.8K to 6.1k, between 2010 and 2020. The Commission agreed, all in favor.**

4. **Municipal Growth, Pg. 22, Remove the last two paragraphs outlining "potential land use consequences."** Commissioner Blackwelder commented the Town's plan should make the case for how we choose to grow as a town, not invite criticism for our choices. There have been many consequences from over-intensification of

property and from neglect of infrastructure considerations that has occurred with previous development that we would now like to avoid. Commissioner Blackwelder is recommending removing both paragraphs.

**The Commission agreed to remove both paragraphs, all in favor.**

5. **Municipal Growth, Pg. 22, 1<sup>st</sup> paragraph under heading “Impacts of Planned Growth (Municipal Growth Revised Working Draft):** insert the word “Certain” at the beginning of the paragraph; cross out the words “can be expected to remain adequate” and replace with “have currently reached capacity may be sufficient,” to read as follows:

**Certain** community facilities that ~~can be expected to remain adequate~~ have currently reached capacity may be **sufficient** to accommodate the growth forecast in this plan through 2040. See Chapter VIII, Community Facilities. **The Commission agreed, all in favor.**

6. **Municipal Growth, Pg. 23, end of 1<sup>st</sup> paragraph (Municipal Growth Revised Working Draft): add clarifying statement** “However, the Dunkirk Town Center at the northern end of the county, and the Prince Frederick Town Center in the central portion of the county, are both designated growth areas that are undergoing comprehensive planning, which is likely to affect current projections.” **The Commission agreed, all in favor.**

7. **Municipal Growth, Pg. 23, end of 2<sup>nd</sup> paragraph (Municipal Growth Revised Working Draft): add clarifying statement** “As funds are available, the Town hopes to extend public water and sewer services to existing homes in underserved areas within and just beyond of the Town’s municipal borders in order to improve public health, and to remove the risk of failing or overflowing septic tanks, thereby protecting the bay from the hazard of pollution.” **The Commission agreed, all in favor.**

## **Chapter 5 - Land Use (As revised June 2021)**

8. **Commercial Land Use** (Remove first two paragraphs of Page 5 and all of page 6 of Land Use).  
**Commissioners Greengold and Blackwelder presented a revision to the sections, Commercial Land Use and Institutional Land Use. After discussion and suggested recommendations from several Commission members, it was agreed that Commissioner Greengold would work with Mr. Jakubiak to modify these sections and incorporate proposed recommendations. All in favor.**
9. **Land Use Objectives, Pg. 9** - Bullet beginning with “For the local environmental benefits they provide...” after the words “Town’s major residential subdivisions” include the words “**and the parcel known as Randall Cliffs Heritage Area,**” **The Commission agreed, all in favor.**
10. **Town Recreational & Civic Center, Pg. 11, Section beginning with the words** “The recommended elements of the town center vision include:” The Commission should verify that these align with the Town’s Kellam’s Field Revitalization Committee goals at the time of adoption. **Keep as a Place Holder.**
11. **Land Use map, Pg. 13 - Delete Suburban Cluster** and replace with Residential Planned Community. **Mr. Jakubiak addressed Commissioner Blackwelder’s concerns regarding protective easements and will include a map in the Plan showing protective easements. The Commission agreed to retain the current land use categories as written.**
12. **General Land Use Categories, Pg. 13** - (DRAFT Chapter 5, Land Use – Revised from 6-23-2021 Meeting): Revise commercial categories as indicated and add an additional commercial Land Use category to preserve the present land uses at the Roland’s shopping center.

Commercial Category: Neighborhood

Purpose: Promote neighborhood scale commercial uses

Primary Example Uses: Retail, restaurants, small cafes, bakeries, or eateries with limited seating, offices

**MOTION:** Commissioner Blackwelder moved to revise the Commercial Category-Neighborhood to remove the word “restaurants” from Primary Uses. Seconded by Commissioner Ruttkay, all in favor.

Commercial Category: Town

Purpose: Foster commercial redevelopment and vibrant small business centers compatible with limited parking or shared parking arrangements

Primary Example Uses: Retail, restaurants, offices, and housing above commercial

**MOTION:** Commissioner Blackwelder moved to revise Commercial Category-Town to insert the word “small” after vibrant, and to insert the word “offices” after restaurants. Seconded by Commissioner Ruttkay, all in favor.

**Add a new Category** – add the highlighted category-

Commercial Category: Commercial Plaza

Purpose: Allow commercial centers with adequate space and parking to provide essential services with no residential use allowed

Primary Example Uses: Grocery store, pharmacy, restaurant, fast food, retail

**(This category will include the Captain’s Quarters)**

**MOTION:** Commissioner Blackwelder moved to add a new commercial category - “Commercial Plaza” with the above detail. Seconded by Commissioner Greengold, all in favor.

**VI. Public Comment-**

1. Valerie Beaudin inquired as to a timetable on when the Town Council would receive the final plan for review.

Commissioner Greengold suggested Chairman Brown work with Town Staff to possibly arrange a work session before its next regular meeting.

The Commission’s next regular meeting will be held August 25, 2021.

**Adjournment:**

There being no further comments, Chairman Brown moved to adjourn the meeting at 9:45 pm. Seconded by Commissioner Greengold, all in favor.

Submitted by,

Sharon L. Humm  
Commission Clerk

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