

# CHARLESTOWN PLANNING & ZONING COMMISSION

May 9, 2019 – 6:00 pm

The May 9<sup>th</sup> meeting of the Planning and Zoning Commissioner was called to order by Chair, Rogers Clements at 6:00 PM. Present were Rogers Clements, Ken Confalone, Tom Durange, Bert Gay(arrived after the approval of minutes) and Joe Letts.

Approval of the Minutes – April 4, 2019 **Mr. Confalone moved to approve, seconded by Mr. Clements.** Mr. Letts had questions about the property on Louisa Lane and who would put the infrastructure in? Generally, the developer. If you look at the definition of a lot in Charlestown it must be on an improved road. **Approved 3-0-1**

## Old Business

No old business to discuss.

## New Business

The new owner of 408 Chesapeake Road, David Smith, was in attendance with his contractor to discuss possibilities of building on the lot. The style of the house would conform to being placed in the flood zone should it end up being in it. The concept plan after revising the height of the residence seems to be acceptable. The owner needs to submit a plot plan with the setbacks clearly marked and the house positioned on the plot. He wishes to face the house onto Cecil as the setbacks work better than on Chesapeake. He was advised to get an elevation plan, a critical area consistency report, a major building permit, a stormwater management and a grading plan.

- 19-27 Robert Bolen, 617 Water Street, Replace Shingle Roof w/o an Approved Permit. Resident Charged 5X the Standard Rate (\$100) **(H) (C)**This permit has HDC approval. This permit requires no mitigation from Critical Area Commission. **Mr. Confalone moved to approve, seconded by Mr. Clements. Approved 5-0.**
- 19-28 William Metcalf, 335 Frederick Street, Install split rail fence/black wire inside **(H)** This permit has HDC approval. **Mr. Confalone moved to approved, seconded by Mr. Clements. Approved 5-0.**
- 19-29 Daniel Almaguer, 204 Grace Rd., Pavers to complete sidewalk to rear of property. **Mr. Gay moved to approved, seconded by Mr. Clements. Approved 5-0.**
- 19-30 Jack Kronner, 340 Market St., Install 500 gal. propane tank **(H)** This permit has HDC approval. The tank was installed without a permit so the fee should be \$100.00 The county has inspected the tank twice and it has passed. **Mr. Confalone moved to approved conditional upon receiving the additional \$80.00 to bring the total of fees to \$100.00, seconded by Mr. Clements. Approved 5-0.**
- 19-31 D. Sexton, 480 Frederick St., Concrete Pad & Pergola **Mr. Gay moved to approve, seconded by Mr. Confalone. Approved 5-0.**

- 19-33 P. Rickert, 25 Theresa Lane, Install fencing **Mr. Gay moved to approved, seconded by Mr. Letts. Approved 5-0.**
- 19-34 T. Durange, 347 Baltimore St., Replace Fence **(H) (C)** This permit has HDC approval and requires no mitigation from the Critical Area Commission. Mr. Durange explained the proposed fencing. **Mr. Confalone moved to approve, seconded by Mr. Letts. Approved 4-0-1 abstention (Mr. Durange)**
- 19-35 Charlestown Marina, 4 Water St., Widen "C" Dock Walkway **(H) (C)** This permit has HDC approval and requires no mitigation from the Critical Area Commission. This is a resubmission of a previous permit request which was approved. This permit also received approval from the MDE and Army Corps of Engineers previously. They began the work to slip 20 or 21. When they got to there, wind and fire damage delayed the completion of the work. They are now requesting to finish this project with this permit. **Mr. Confalone moved to approved, seconded by Mr. Clements. Approved 5-0.**
- 19-37 S. Kirsch, 117 Steamboat Ct., Install fencing This permit has the approval of the HOA. **Mr. Confalone moved to approve, seconded by Mr. Clements. Approved 5-0.**
- 19-38 Keystone Homes, 135 Saratoga Ct., New House/Garage **Mr. Confalone moved to approved, seconded by Mr. Clements. Approved 5-0.**
- 19-39 Keystone Homes, 129 Saratoga Ct., New House/Garage **Mr. Confalone moved to approve, seconded by Mr. Gay. Approved 5-0.**
- 19-40 S. Uroda, 177 Cool Springs Rd., Install fencing This permit has HOA approval. This fence will be set back 6" from the property line. **Mr. Confalone moved to approved, seconded by Mr. Durange. Approved 5-0.**
- 19-41 S. Spencer, 48 Canvasback Lane, 24' Above Ground Pool This will require county inspection and permit. **Mr. Confalone moved to approve, seconded by Mr. Clements. Approved 5-0.**
- 19-42 S. Henson, 707 N. Ogle St., Repair, replace sidewalk, driveway, porch floor, removed two trees. **Mr. Gay moved to approve, seconded by Mr. Confalone. Approved 5-0.**

**The Following Building Permits have been approved by the Administrator per prior authority**

- 19-32 N. McCall, 556 Baltimore St., Replace leaking water service line
- 19-36 W. Brookover, 125 Caroline St., Remove (4) four small trees

**(H) – Denotes Historic District Certificate of Appropriateness is required**  
**(C) – Denotes Critical Area Consideration**

Mr. Bryan Lightner, new Code Enforcement Officer was introduced and gave a brief introduction of himself. Mr. Pumpaly will continue to do building permits and Mr. Lightner will focus on code enforcement. A general discussion followed.

There being no further business **Mr. Clements moved to adjourn, seconded by Mr. Confalone. Approved 5-0.**

Approved 6-6-2019