

CHARLESTOWN PLANNING & ZONING COMMISSION
MEETING MINUTES
April 7, 2022 – 6:00 pm
Town Hall, 241 Market Street, Charlestown, MD 21914

The meeting was called to order by Chairman Ken Confalone at 6:00pm. In attendance: Commissioner Renee Capano; Board members Ken Confalone, Dennis Taylor; and Tom Durange. Town staff: Bryan Lightner and Mary Culver; Public attendees: Donna Balencia.

The minutes of February 3, 2022 and March 3, 2022 were presented and approved 4-0. Motion was made by Mr. Durange, seconded by Mr. Taylor.

Old Business

109 Cecil Street – Donna Balencia, shed addition proposal

There was previously a dwelling on this property and Ms. Balencia is proposing to add a driveway and pre-built shed in its place, but has not yet applied for a building permit. The proposed shed has an overhang with a patio and is sizable. The Board advised her current shed is 12x20 and she will need to stay within lot coverage limit. Ms. Balencia would also like to add a bathroom. Mr. Confalone advised Ms. Balencia to complete a Town permit and return next month for approval.

New Business

Permits:

Number	Name	Address	Description	Motion	Second	Decision
22-37	Chad Gestewitz	310 Cecil St	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-38	Sam Speakman	205 Conestoga St	Renewal – Bulkhead	N/A	N/A	No renewal needed until 2023.
22-39	Mary Foor	157 Salvation Cir	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-40	Town of Charlestown	Foot Log Park	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-41	Tim Ward	453 Frederick St	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-42	Lara Robbins	162 Steamboat Ct	Patio	Com. Capano	Mr. Durange	Approved 4-0
22-43	Rachel Rothwell	308 Cather Ave	Lean-to	Mr. Taylor	Com. Capano	Approved 3-0-1
22-44	Angelique Faulkner	162 Saratoga Ct	Fence	Mr. Durange	Com. Capano	Approved 4-0
22-45	Trent Arledge	120 Salvation Cir	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized

22-46	Charles Heitz	208 Market St	Roof & Siding Repair	Com. Capano	Mr. Taylor	Approved 4-0
22-47	Kristin Manzo	184 Cool Springs Rd	Rooftop Solar	N/A	N/A	Approval by Mr. Lightner recognized
22-48	Town of Charlestown	Avalon Park	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-49	William Harmon	708 N Ogle St	Home Occupation	Mr. Confalone	Mr. Durange	Approved 4-0
22-50	Raytron Leak	139 Steamboat Ct	Shed	Mr. Durange	Com. Capano	Approved 4-0
22-51	Stephanie Soder	417 Bayview Ave	Fence	Mr. Taylor	Com. Capano	Approved 4-0
22-52	Bobbie Spangler	315 Market St	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-53	Dawn Gordon	231 Louisa Ln	Replacement Siding	Mr. Durange	Mr. Taylor	Approved 4-0
22-54	Mike Evans	91 Revelation Rd	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-55	Charles Combs	426 Chesapeake Rd	Renewal – Dwelling	Mr. Confalone	Mr. Durange	P&Z lacks ability to approve, pending approval for legal advice & county to review; All in favor 4-0
22-56	Chris Thomson	316 Caroline St	Shed	Mr. Durange	Com. Capano	Approved 4-0
22-57	Adam Kollar	169 Steamboat Ct	Rooftop Solar	N/A	N/A	Approval by Mr. Lightner recognized
22-58	Keystone Homes	196 Cool Springs Rd	New Dwelling	Com. Capano	Mr. Taylor	Approved 4-0
22-59	Keystone Homes	199 Cool Springs Rd	New Dwelling	Com. Capano	Mr. Taylor	Approved 4-0
22-60	Keystone Homes	204 Cool Springs Rd	New Dwelling	Com. Capano	Mr. Taylor	Approved 4-0
22-61	Derek Weiman	104 Saratoga Ct	Deck	Mr. Durange	Mr. Taylor	Approved 4-0
22-62	Andrew Dell	143 Inspiration Rd	Fence	Mr. Durange	Mr. Taylor	Approved 4-0
22-63	Cool Springs HOA	0 Cool Springs Rd	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized

This marks the end of New Business.

General Discussion

There was a discussion amongst the board to review potential revisions for Chapter 175, Zoning.

In regards to Through Lots on the Zoning Map, Bryan wants to ensure it's clear that the rear of the property is on the secondary road.

Mr. Taylor expressed that he would like for the Planning & Zoning Commission to be able to make recommendations for special exception items before they are presented to the Board of Appeals. Mr. Confalone agreed and stated that should be revised to add "after review by the

Planning & Zoning Commission.”

The Board discussed Bed & Breakfast conditions and agrees with them. They stated that an Air B&B is not considered a Bed & Breakfast and is not in the zoning ordinance. Mr. Lightner stated that he called Cecil County about their hotel tax and was told the Town may be able to start taxing AirB&B's and the taxes will be sent back to the Town. Mr. Taylor suggested creating a section in the ordinance for Air B&B taxes and the Board agreed.

This marks the end of General Discussion.

Period of Public Comment

No public comment.

There being no further business **Mr. Durange motioned to adjourn the meeting at 8:00pm, seconded by Mr. Taylor. Carried 4-0.**

Respectfully submitted,
Mary Culver, Office Manager