

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

Those in attendance were board members: Dennis Taylor, David Jarinko, Tom Durange, and Ken Confalone, via Zoom. Also in attendance were Commissioner Lou Wood, Bryan Lightner, Town Administrator, and Mary Culver, Office Manager. The meeting was called to order by Mr. Confalone at 6:03pm.

The minutes of December 9, 2021 were presented and a motion to approve was initiated by Mr. Jarinko and seconded by Mr. Taylor. All were in favor; approved 4-0.

Old Business

The board recognized Mr. Lightner's approval of revision to permit #21-17, Monica Goodyear, 334 Baltimore Street. Ms. Goodyear requested to remove the trees she originally intended to trim.

New Business

Subdivision/Lot Consolidation – Donna Balancia, 109 Cecil Street – Ken Confalone, as chairman, will sign the approved plat.

Permits :

Number	Name	Address	Description	Motion	Second	Decision
22-1	Town of Charlestown	Frederick Street	Skate board ramps & platforms, gravel pads	Mr. Jarinko	Mr. Taylor	Approved 4-0-1
22-2	Curtis Elmer	332 Caroline Street	Tree removal	n/a	n/a	Approval by Mr. Lightner recognized.
22-3	Keystone Homes	103 Saratoga Ct	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-4	Keystone Homes	201 Cool Springs Rd	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-5	Keystone Homes	101 Saratoga Ct	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-6	Keystone Homes	191 Colorado Ct	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-7	Keystone Homes	102 Steamboat Ct	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-8	Keystone Homes	207 Colorado Ct	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-9	Keystone Homes	111 Saratoga Ct	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-10	Keystone Homes	193 Cool Springs Rd	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-11	Keystone Homes	206 Cool Springs Rd	New Dwelling	Comm. Wood	Mr. Jarinko	Approved 5-0
22-12	Markus Norman	414 Chesapeake Rd	Fence	Mr. Jarinko	Mr. Taylor	Approved 5-0

General Discussion

Chapter 175 – revisions for adoption:

- Article 2 – The Board discussed the fact there were no substantive proposed changes to this section.
- Article 3 – The Board discussed a number of potential revisions, beyond the original proposal, and notes were taken to ensure these will be submitted to the Town Commissioners for review and approval. The Board specifically discussed the provisions related to home occupations, and asked Mr. Lightner to provide some examples of the same from other jurisdictions.

Period of Public Comment

None

There being no further business **Mr. Taylor motioned to adjourn the meeting at 7:38pm, seconded by Mr. Jarinko. Carried 5-0.**

Respectfully submitted,
Mary Culver, Office Manager