

CHARLESTOWN PLANNING & ZONING COMMISSION
May 6, 2021 – 6:00 pm Minutes

Those in attendance were board members: Ken Confalone, David Jarinko, Tom Durange and Dennis Taylor. Loucretia Wood arrived at 6:06pm. Also, in attendance was Zoning Administrator, Bryan Lightner, office manager, Janine Antoshak and Debi Harvey and George Supplee. The meeting was held at the Avalon Building and called to order by Kenneth Confalone at 6:00pm.

The minutes of March 4, 2021 were presented and a motion to approve was motioned by Mr. Confalone and seconded by Mr. Taylor. All were in favor; approve 4 - 0.

The minutes of April 8, 2021 were presented and a motion to approve was motioned by Mr. Jarinko and Mr. Durange seconded. All in favor; approve 4 – 0.

Old Business

21-27, 518 Riverview Rd. M. Poff, new deck, replace siding and windows. Historic District approved this permit on April 6, 2021 but it was denied by the Planning and Zoning Board due to the lack of proper set-backs for the deck. The deck and plans were modified and it did not continue nonconformity by moving the deck off the property line by 5’.

Mr. Taylor motioned to approve, seconded by Dave Jarinko. Approved 5– 0.

21-07, 320 Tasker Lane. Debi Harvey owner and George Supplee builder New house and garage. Historic District approved this permit on April 6, 2021. Planning and Zoning board denied the permit due to not meeting the proper set-backs. They applied to the Board of Appeals and were granted an exception to have 25’ set-backs for side and front. New drawings were presented. A motion to approve was made by Mr. Taylor and seconded by Mr. Durange. All were in favor; approved 5 – 0.

New Business

#21-35, W. Harvey, 121 Steamboat Ct 7’ X 7’ Resin Storage Shed on shed pad. HOA approved. Mr. Jarinko motioned to approve and Mr. Durange seconded. All were in favor; approved 5 - 0

#21-37, I. Hyatt 419 Chesapeake Road, New house.

Mr. David Jarinko motioned to table until next meeting due to the lack of 70’ road frontage. Mr Taylor seconded. Permit was denied. All were in favor, 5 – 0.

#21-38, D. Clites, 143 Saratoga Ct, finish basement, bathroom with plumbing and electrical HOA approved. Mr. Jarinko motioned to approve and Mr. Dennis Taylor seconded. Approved 5-0.

#21-39 S. Durgin, 113 Cool Springs Rd 24’ X 14’ pressure treated deck with stairs. HOA approved Ms. Wood motioned to approved and Mr. Durange seconded it. Approved 5-0.

#21-42, M. Evans, 91 Revelation Rd., prebuilt 8’ X 10’ shed behind existing shed. Ms. Wood motioned to approve and Mr. Taylor seconded. Approved 5 -0.

#21-43 H T. McMullen 304 Baltimore St, replace cedar shakes with vinyl shakes¹⁹ approved HDC 05-04-21

Mr. Jarinko motioned to approve and Ms. Wood seconded. Approved 5 – 0

#21-44, V McHenry, 235 Frederick St build wood structure over patio and place white metal shingles Approved HDC 5-04-2021

Ms. Wood motioned to approve and Mr. Durange seconded. All in favor. Approved 5-0

#21 – 45 Keystone Homes, 187 Cool Springs Road, new house/garage

Ms. Lou Wood motioned to approve and Mr. Durange seconded it. All were in favor; approved 5 – 0.

#21-46 Chesapeake Home Improvement, 145 Cool Springs Rd. build stairs off existing deck including 2 landings. HOA approved. Mr. Durange motioned to approve and Ms. Wood seconded. All were in favor; approved 5 – 0.

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

#21-36, D. Lehman, 207 Black Ave, remove 3 large trees from backyard

#21-40, 126 Market St LLC, 211 Market St, remove 4 trees

#21-47 C. Heitz, 208 Market St., remove 5 hazard trees, 3 dead and 2 leaning.

A motion to approve all the preapproved permits was made by Mr. Kenneth Confalone and seconded by Mr. Taylor. All were in favor.

Period of Public Comment: None

Mr. Kenneth Confalone referenced the statement of purpose as defined by the Maryland Department of Planning. The Local jurisdiction are entrusted to guide growth and development through the Land Use Article of the Maryland Annotated Code. He would like to review a section of Chapter 175 each meeting. The goal being to make any needed revision and for the future adoption of Chapter 175.

It was stated that the Board would like to work with the Historic District Commission to develop design guidelines and standards to make the permitting review process more standardized.

There was a mention of several locations that were in violation of town code and Mr. Lightner was assigned to enforce code compliance.

Some locations in violation of town code were mentioned and Mr. Lightner was assigned to enforce code compliance and commissioner Wood was asked to take back some issues to the Town Board of Commissioners.

There being no further business **Ms. Wood motioned to adjourn the meeting, seconded by Mr. Jarinko. All were in favor. 5 – 0.**

Respectfully submitted,
Janine Antoshak, Office Manager