

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
August 3, 2023 – 6:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

The meeting was called to order by Chairman Ken Confalone at 6:00pm.

In attendance – Board Members: Chairman Ken Confalone, Robyn Rowe, Tom Durange, Ursula Boudart, and Commissioner Renee Capano; Town Staff: Bryan Lightner, Mary Culver (via Zoom).

The minutes of July 6, 2023 were presented. A motion was made by Mr. Durange, and seconded by Ms. Boudart. Carried 4-0.

OLD BUSINESS

Scott Gardens Phase 2 Concept Plan

The developer Lennar and engineer MRA for the Scott Gardens Subdivision presented three alternative proposals for Phase 2. One included a variance request to the minimum lot size requirement, another included a variance for reducing the road width requirement, and the final was by-right development with no variance requests. The Board spoke about the need for wider streets to ensure fire trucks are able to access homes with ease, and the developer presented ideas for traffic-calming, to help prevent speeding. The Board discussed the lot sizes proposed, and wondered what the impacts might be on the forest. Commissioner Capano recommended the developer and engineer meet with the Fire Company to get their input.

NEW BUSINESS

Permits:

Number	Address	Description	Motion	Second	Decision
23-95	168 Steamboat Ct	Landscaping/Garden Wall	Comm. Capano	Mr, Durange	Conditional upon compliance with setbacks; Approved 5-0
23-96	240 Frederick St	New Dwelling	Mr. Confalone	Comm. Capano	Conditional upon stormwater plan; Approved 5-0
23-97	342 Cather Ave	Fence	Ms, Boudart	Mr, Confalone	Approved 5-0
23-98	346 Cather Ave	Window Replacement	N/A	N/A	Approval recognized
23-99	109 Saratoga Ct	Deck	Mr. Durange	Ms. Rowe	Approved 5-0
23-100	210 Louisa Ln	Tree Removal	N/A	N/A	Approval recognized
23-101	109 Steamboat Ct	Deck	Comm. Capano	Ms, Boudart	Approved 5-0
23-102	132 Steamboat Ct	Deck	Ms. Boudart	Comm. Capano	Approved 5-0

23-103	102 Saratoga Ct	Fence & Deck	Ms. Boudart	Mr. Durange	Approved 5-0
23-104	101 Saratoga Ct	Fence	Comm. Capano	Ms. Rowe	Approved 5-0
23-105	317 Tasker Ln	Paver Patio	Mr. Confalone	Mr. Durange	Approved 5-0

This marks the end of New Business.

GENERAL DISCUSSION

Green Infrastructure Network Overlay District

Mr. Lightner shared with the board that an amendment to the Comprehensive Plan is not needed in order to create an ordinance for the Green Infrastructure Overlay District. The fact the Town adopted Cecil County's Green Infrastructure Plan also helps in this regard. Mr. Lightner will share with the board recommended strategies from that plan at the next meeting, which can be used to draft an ordinance for consideration by the Town Commissioners.

This marks the end of General Discussion.

PERIOD OF PUBLIC COMMENT

No public comment.

There being no further business, **Ms. Rowe motioned to adjourn the meeting at 7:07pm, seconded by Mr. Confalone. Carried 4-0.**

Respectfully submitted,

Mary Culver, Office Manager