

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
December 7, 2022 – 6:00 PM
Town Hall, 241 Market Street, and via Zoom

MEETING MINUTES

The meeting was called to order by Chairman Ken Confalone at 6:02pm.

In attendance: Chairman Ken Confalone, Tom Durange, Ursula Boudart, Commissioner Renee Capano, Bryan Lightner, Mary Culver. Via Zoom: Robyn Rowe.

The minutes of November 3, 2022 were presented and approved 4-0-1. Motion was made by Mr. Durange, seconded by Ms. Boudart. Ms. Boudart arrived after approval.

OLD BUSINESS

110 Edgewater Avenue – Revised SWM Plan

This item was tabled, due to waiting for a revised SWM Plan to be submitted.

This marks the end of Old Business.

NEW BUSINESS

Permits:

Number	Address	Description	Motion	Second	Decision
22-167	157 Salvation Cir	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
22-168	73 Edgewater Ave	Water Connection	Mr. Durange	Ms. Capano	Approved 5-0
22-169	145 Steamboat Ct	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
22-170	205 Tarpon St	Shed	Mr. Confalone	Ms. Boudart	Conditional upon receipt of HOA letter; approved 5-0
22-171	206 Cool Springs Rd	Deck	Ms. Rowe	Mr. Durange	Approved 5-0
22-172	157 Cool Springs Rd	Rooftop Solar	N/A	N/A	Mr. Lightner's approval was recognized
22-173	226 N Ogle St	Tree Removal	N/A	N/A	Mr. Lightner's approval was recognized
22-174	707 N Ogle St	Addition	Ms. Capano	Ms. Boudart	Approved 5-0
22-175	119 Inspiration Rd	Deck	Ms. Boudart	Mr. Durange	Approved 5-0

22-176	101 Steamboat Ct	New Dwelling	Ms. Capano	Mr. Durange	Approved 5-0
22-177	131 Saratoga Ct	Deck	Ms. Boudart	Mr. Confalone	Approved 5-0

This marks the end of New Business.

GENERAL DISCUSSION

Proposed Pet Ordinance Revision – Chickens

The Board discussed a proposed revision of Ordinance #2009-01 to allow chickens in certain residential areas of Town.

Ms. Capano reviewed the proposal and stated that the wording needs to be updated. She stressed that residents should not be negatively affected by the choice of wording, such as with setback and lot coverage requirements. Ms. Capano also suggested that the ordinance should specify how big coops need to be per chicken, that a permit would be required, and that the chickens would need to be registered, as per Maryland State law.

It was also discussed further the decision to allow this use in the R2 and R3 zones. Ms. Capano suggested that the ordinance should specify that no more than 6 chickens are allowed, if in R2 or R3. She also stated that there should be one paragraph for R1 and a combined paragraph for R2 and R3 that states all zones must meet the R1 requirements, as well. Ms. Capano also suggested that the wording regarding permit fees should be changed from “fee” to “permit fee” to be concise.

Ms. Boudart suggested that we keep what is written for R1 and update accordingly for R2 and R3. Mr. Lightner agreed and suggested we use previous wording to write new ordinance.

Ms. Rowe questioned if a copy of registrations could be requested through the State for all chickens in Town. Ms. Capano stated that residents should be required to provide proof of registration with the State.

Ordinance for Abandoned Buildings

There was a brief discussion regarding abandoned buildings in Town and how to regulate them. It was agreed upon by the Board that an ordinance needs to be written to define what qualifies as an abandoned building and the procedures in which the Town would need to follow to have the property brought up to a certain standard.

Mr. Confalone stated, in regards to the way the zoning ordinance could be written, that if a permit is acquired but is revoked and the property is abandoned, the owner would need to reapply and speak to the Board of Appeals for a new permit to be approved. Mr. Confalone also stated that considerations can be made, based on the circumstances, such as how long the property has been abandoned.

Town Hall Renovation

The Board briefly discussed the proposed Town Hall Renovation, which currently does not have a set timeline. Ms. Capano mentioned that it is rumored, that the United States Post Office will be closing at some point in the near future, and that any plans for accommodating a post office in the renovation should be reconsidered.

Comprehensive Plan Review – Chapter 11

Mr. Lightner stated we need to write a concise plan that we can implement. Mr. Confalone suggested each member review Chapter 11 and bring to the next meeting one item of particular importance to discuss.

This marks the end of General Discussion.

PERIOD OF PUBLIC COMMENT

No public comment.

There being no further business, **Ms. Capano motioned to adjourn the meeting at 7:46pm, seconded by Mr. Confalone. Carried 5-0.**

Respectfully submitted,

Mary Culver, Office Manager