

**CHARLESTOWN PLANNING & ZONING COMMISSION**  
**MEETING MINUTES**  
**June 8, 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, Tom Durange, and Robyn Rowe; Town staff: Bryan Lightner and Mary Culver.

The minutes of May 5, 2022 were presented and approved 4-0. Motion was made by Mr. Taylor, seconded by Commissioner Capano.

Chairman Ken Confalone welcomed Robyn Rowe as the new Board member.

**Old Business**

There was no old business to discuss.

**New Business**

Permits:

Number	Name	Address	Description	Motion	Second	Decision
22-85	Fred Boulden	83 Edgewater Ave	Addition	Mr. Durange	Mr. Taylor	Approved 5-0
22-86	Rex Stanton	104 Pagosa St	Fence	Ms. Rowe	Mr. Confalone	Approved 5-0
22-87	Jules Mbasso	120 Steamboat Ct	Finish Basement	Mr. Taylor	Ms. Capano	Approved 5-0
22-88	Terrence Jenkins	219 S Ogle St	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-89	Tom Costanzi	207 Market St	Tree Removal	N/A	N/A	Approval by Mr. Lightner recognized
22-90	Beverly Leonard	93 Salvation Cir	Three Decks	Mr. Taylor	Ms. Capano	Approved 5-0
22-91	Joell Richey	241 Conestoga St	Asphalt Driveway	Ms. Capano	Ms. Rowe	Conditional Approval, asphalt must meet existing grade of grass and access to 253 & 259 not to be impeded by asphalt or landscaping; Approved 5-0

22-92	Kurt Thomas	247 Conestoga St	Asphalt Driveway	Ms. Capano	Ms. Rowe	Conditional Approval, asphalt must meet existing grade of grass and access to 253 & 259 not to be impeded by asphalt or landscaping; Approved 5-0
22-93	Iris Hyatt	419 Chesapeake Rd	Patio	Mr. Taylor	Mr. Durange	Approved 4-0-1; Abstention by Ms. Capano
22-94	Nicholas Capano	457 Chesapeake Rd	Demo Permit	Ms. Rowe	Mr. Confalone	Approved 4-0-1; Abstention by Ms. Capano
22-95	George Palmer	182 Cool Springs Rd	Shed	Ms. Capano	Mr. Taylor	Approved 5-0
22-96	Neena Langhorne	632 Louisa Lane	Fence	Mr. Taylor	Ms. Rowe	Approved 5-0
22-97	Lynn Wilson	14 Charity Ct	Fence		Ms. Capano	Approved 5-0
22-98	Keystone Homes	205 Colorado Ct	New Dwelling	Mr. Durange	Mr. Taylor	Approved 5-0
22-99	Keystone Homes	197 Cool Springs Rd	New Dwelling	Mr. Durange	Mr. Taylor	Approved 5-0
22-100	Dawn Gordon	129 Saratoga Ct	Deck	Mr. Taylor	Mr. Durange	Conditional approval upon HOA letter; Approved 5-0

This marks the end of New Business.

### General Discussion

#### **211 Market Street – Previous Permit**

Seller provided letter asking for permit to extend to buyer without another permit application.

Motion to cancel permit and require new owner to apply.

**Motion by Mr. Taylor, Second by Mr. Durange; Carried 5-0.**

There was some discussion about the shed at the Wellwood Restaurant differing from the submittal, namely the building plans showed shingles and there's a metal roof, and dormers proposed, when there are none currently. No action was taken.

#### **Code 175 Review - Zoning**

As soon as the Commissioners approve the Sustainable Communities Action Plan Update, the board will consider the proposed regulatory changes in that plan, prior to submitting their proposed zoning ordinance revisions to the Commissioners.

This marks the end of General Discussion.

Period of Public Comment

No public comment.

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

Respectfully submitted,  
Mary Culver, Office Manager