

TOWN OF CHARLESTOWN
PLANNING & ZONING COMMISSION
May 4, 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; Town Staff: Bryan Lightner, Mary Culver; Via Zoom: Commissioner Capano, Dennis Brumbles, Kimberly Dickerson, David Dahlstrom (Maryland Department of Planning).

The minutes of March 9, 2023 were presented. A motion was made by Mr. Durange, and seconded by Ms. Rowe. Carried 5-0.

The minutes of April 6, 2023 were presented. A motion was made by Mr. Durange, and seconded by Ms. Rowe. Carried 5-0.

OLD BUSINESS

None

NEW BUSINESS

Permits:

| Number | Address | Description | Motion | Second | Decision |
|---------------|---------------------|------------------------|---------------|---------------|---|
| 23-41 | 40 Louisa Ln | Tree Removal | N/A | N/A | Approval recognized |
| 23-42 | 332 Louisa Dr | Tree Removal | N/A | N/A | Approval recognized |
| 23-43 | 216 Caroline St | Garage, Stone Driveway | Ms. Boudart | Ms. Rowe | Approved 5-0 |
| 23-44 | 111 Market St | Tree Removal | N/A | N/A | Approval recognized |
| 23-45 | 225 Market St | Tree Removal | N/A | N/A | Approval recognized |
| 23-46 | 223 Conestoga St | Interior Renovations | N/A | N/A | Approval recognized |
| 23-47 | 328 Market St | Tree Removal | N/A | N/A | Approval recognized |
| 23-48 | 339 Caroline St | Detached Garage | Mr. Durange | Mr. Confalone | Approved 5-0 |
| 23-49 | 227 Louisa Ln | Addition | N/A | N/A | Tabled |
| 23-50 | 122 Steamboat Ct | Fence | Ms. Boudart | Mr. Confalone | Approved 5-0 |
| 23-51 | 200 Cool Springs Rd | Rooftop Solar | N/A | N/A | Approval recognized |
| 23-52 | 192 Cool Springs Rd | New Dwelling | Ms. Boudart | Mr. Durange | Approved 5-0 |
| 23-54 | 253 Inspiration Rd | Deck | Ms. Boudart | Ms. Rowe | Conditional upon HOA approval; Approved 5-0 |

This marks the end of New Business.

GENERAL DISCUSSION

Comprehensive Plan Amendments Discussion

Mr. Lightner spoke to the Board about updating the zoning ordinance to include design standards for commercial development, and the Green Infrastructure Network Overlay District. One option is to define the types of businesses that can be placed in commercial zones. Mr. Confalone agreed that business uses, types, and locations should be better regulated, in order to help preserve the historic character of the Town.

This marks the end of General Discussion.

PERIOD OF PUBLIC COMMENT

No public comment.

There being no further business, **Mr. Durange motioned to adjourn the meeting at 8:05pm, seconded by Comm. Capano. Carried 5-0.**

Respectfully submitted,

Mary Culver, Office Manager